

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
12/17/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Public Works Director Joe Cockroft, Lt. Jeff Sturdevant, Luann Alme, Morgan Kennison, Eric Marunde, Rick Blumer, New Glarus Middle School Cite Knights team, Administrator Drake Daily, Deputy Clerk-Treasurer Wendy Tschudy.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: President Truttman announced the Village Board will convene into Closed Session called under State Stat. 19.85(1)(c) for the purpose of considering performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Village Administrator Review].

ANNOUNCEMENT: President Truttman announced that the Village Board will convene into Closed Session called under State Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever the competitive bargaining reasons require closed sessions. [Memorandum of Understandings with WPPA regarding Lateral Hiring and review of wages following completion of Compensation Study].

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 12/17/19 agenda. Motion carried. (7-0)

PRESENTATION: Advisor Eric Marunde gave background on the New Glarus Middle School CiteKnights team and their project. The CiteKnights presented their project for New Glarus, which is the development of a fun house to help generate energy to be used for the Village Park pool. Board members asked questions and provided feedback on the project and the presentation.

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Tammy Newberry for approval of the consent agenda, second by Petra Streiff, with a correction on the Building Inspector's Report to reverse the addresses for the two permits. Motion carried. (7-0)

APPROVAL OF MINUTES OF 12/3/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, credit card and health insurance, Journal Entry for Utilities, e-check for life insurance totaling \$57,854.95; payroll vouchers 14335 to 14361 totaling \$29,626.15 and Checks 38010 to 38070 totaling \$73,259.21.

APPROVAL OF RESOLUTION 19-49/Establishing 2020 Fees for Use of Village Parks & Pool.

APPROVAL: Operator Licenses to Expire 6/30/21: To Brandi Sarbacker, Keith Grender, Marquel Hawthorn, Denise Klassy, and Dominico Castinao.

DENIAL: Operator License to Expire 6/30/21: To Lisa Ubersox.

APPROVAL: Street Use Permit to WI Vietnam Veterans for Winterfest Parade on 1/17/20.

APPROVAL: Temporary Alcohol License to New Glarus Fire Department for Winter Fest on 1/17/20.

APPROVAL: Temporary Alcohol License to New Glarus Fire Department for Sportsmen's Banquet on 1/26/20.

APPROVAL: Temporary Alcohol License to New Glarus Fire Department for New Glarus Fire Department Supper on 3/28/20.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for November was included with the agenda packet. (Correction of addresses noted above)

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for November for review.

DISCUSSION/CONSIDERATION: Permanent Use of Community Room Kitchen for "Meals on Wheels" from 11:00 AM to 11:30 AM Monday through Friday and Waiver of Daily Fee (\$20): Drake Daily explained that the program used to operate from this facility, currently requires a new location from which to operate, and that details needing to be discussed include key distribution, leaving items in the room and no guarantee of security for items left in the kitchen. Morgan Kennison, ADRC, advised that it would a staging place for meals to be delivered from Pleasant View, food temperatures taken, hand washing availability, and hand off meals to volunteer drivers. They can provide volunteer information to the village if needed, and understand that the room may not be available for use on election days. Drake Dailey advised that there would not be a contract for use, but that ADRC would be subject to the room use policy that all community room users are when they sign the request for usage. Mike Bell indicated that he would, instead of a permanent approval, like to limit the use to the period of one year, when it can be revisited for future potential use.

Motion by Tammy Newberry, second by Mike Bell to approve permission for use of the community room kitchen for Meals on Wheels from 11:00 a.m. to 11:30 a.m. on Mondays through Fridays with a waiver of the daily \$20 fee, to be revisited in one year, and with staff to work out access. Motion carried. (7-0).

DISCUSSION/CONSIDERATION: Wastewater Utility Rate Case: Drake Daily explained that during the funding discussions for the 3rd Avenue project, Ehlers indicated the Wastewater Utility was generating insufficient revenue. Village staff has reached out to its WWTP Engineer, Strand Associates, for a proposal to conduct a rate study for the utility. The cost of the service is \$14,500. The Public Works and Public Safety Committee recommends approval. Review on a semi regular basis is good, and review hasn't been done in several years. The rate study will take a few months to do.

Motion by Michael Ganshert, second by Peggy Kruse to approve the rate study. Motion carried. (7-0).

DISCUSSION/CONSIDERATION: Authorization to Bid: Electrical System Improvements: Drake Daily explained that the engineering for Phase 1 has been complete and the village is prepared to publish the bid for the project. The Project consists of constructing overhead and underground distribution line construction, pad mounted equipment installation and voltage conversion of existing distribution line from 4,160 volts to 12,470 volts. The bid is scheduled to close on January 30th.

Motion by Petra Streiff, second by Chuck Phillipson to approve authorization to bid. Motion carried. (7-0).

CONVENE INTO CLOSED SESSION [VILLAGE ADMINISTRATOR REVIEW AND CONSIDERATION OF PROPOSED MEMORANDUM OF UNDERSTANDINGS WITH WPPA REGARDING LATERAL HIRING AND VIEW OF WAGES FOLLOWING COMPLETION OF COMPENSATION STUDY]: (Those in attendance included the Village Board Trustees and Administrator Daily). Motion by Tammy Newberry, second by Michael Bell to convene into closed session.

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. Time: 7:25 p.m.

RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION ON CLOSED SESSION ITEMS: Motion by Peggy Kruse, second by Michael Ganshert to reconvene into open session. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. Time: 7:54 p.m.

ACTION ON CLOSED SESSION ITEMS:

Motion by Michael Ganshert, second by Petra Streiff to approve two memorandum of understandings with WPPA, one regarding lateral hiring and the other regarding review of wages after completion of the wage study. Motion carried. (7-0)

Motion by Peggy Kruse, second by Tammy Newberry to accept the evaluation of the Village Administrator. Motion carried. (7-0)

PRESIDENT'S REPORT: It was noted that Michael Ganshert will be absent from the January 21st meeting.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:00 p.m.

–Wendy Tschudy, Deputy Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
12/3/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Jessica Judd, Sheri Weix, Officer Alexander Brey and family members, Dave Ferris (Ehlers & Associates), Public Works Director Joe Cockroft, Chief Boldebuck, Lt. Jeff Sturdevant, Officer Logan Lange, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: President Truttman announced the Village Board will convene into Closed Session called under State Stat. 19.85(1)(c) for the purpose of considering performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [Public Works Director Review].

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 12/3/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 11/19/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and retirement totaling \$25,720.12; payroll vouchers 14308 to 14334 totaling \$28,706.53 and Checks 37981 to 38009 totaling \$62,361.88.

APPROVAL OF RESOLUTION 19-45/APPOINTMENT OF ELECTION OFFICIALS: This appointment is for a two-year term from 1/1/20 to 12/31/21.

DISCUSSION/CONSIDERATION: RESOLUTION 19-47/APPOINTMENT OF OFFICER ALEXANDER BREY: Chief Boldebeck introduced Alexander Brey to those in attendance and provided a brief background. Motion by Tammy Newberry, second by Peggy Kruse to approve Resolution 19-47 appointing Alexander Brey as Police Officer in the Village of New Glarus. Motion carried. (7-0).

Following approval of the Resolution, Officer Brey was sworn in by Clerk Erb. Chief Boldebeck had Alex's sister present is badge to him.

DISCUSSION/CONSIDERATION: RESOLUTION 19-48/RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,540,000 WATER AND ELECTRIC SYSTEM REVENUE BONDS, SERIES 2019B OF THE VILLAGE OF NEW GLARUS, GREEN COUNTY, WISCONSIN AND PROVIDING FOR THE PAYMENT OF THE BONDS AND OTHER DETAILS WITH RESPECT TO THE BONDS: Dave Ferris with Ehlers & Associates presented and reviewed Resolution 19-48 along with the Sale Day Report for the \$1,540,000 Water and Electric System Revenue Bonds, Series 2019B. He reported five bidders for the bonds with the low bid coming from BOK Financials Securities, Inc with a rate of 2.5475%. The low rate provided an estimated \$39,000 in savings over the original estimate. Mr. Ferris reported that staff requested the savings remain part of the borrowing rather than reducing the size of the borrowing since a future borrowing will need to be done within a couple of years for completion of this project. He further noted there is a paying agent required for this borrowing as the bidder is requiring a mandatory redemption of payments between 2030 and 2033 as well as 2035 and 2038 which will require additional call provisions to Depository Trust Company.

Said Resolution is incorporated herein by reference. Mike Ganshert moved to approve Resolution 19-48/Resolution Authorizing the Issuance and Sale of Approximately \$1,540,000 Water and Electric System Revenue Bonds, Series 2019B of the Village of New Glarus, Green County, WI second by Petra Streiff. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carried. (7-0).

DISCUSSION/CONSIDERATION: RESOLUTION 19-46/APPOINTING BOND TRUST SERVICES CORPORATION AS FISCAL AGENT IN CONNECTION WITH CERTAIN OUTSTANDING OBLIGATIONS: This Resolution will provide for the services of Bond Trust Services Corporation as paying agent for all existing debt of the Village (other than local borrowings). Some existing debt requires this and is currently set up using Ehlers as paying agent, but not all issues. This will provide uniformity for debt payments going forward. The Board reviewed the costs included, the number of borrowings being covered and timeframe covered by paying agent (to maturity of borrowing).

Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution 19-46/Appointing Bond Trust Services Corporation as Fiscal Agent in Connection with Certain Outstanding Obligations. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: REQUEST BY VISION YOUTH COMMITTEE FOR USE OF "CHAMBER HUT" ON 6TH AVENUE NEAR PARKING LOT: Administrator Daily reported the Village received a request for use of the hut to market the downtown during the holidays and to sell beverages and snacks out of the hut on December 14th from 10 AM to 4 PM. The Chamber currently uses the hut for promotional activities and is supportive of this use. The Youth Committee is sponsoring the event and has provided insurance to the Village. He reported that while the building

sits on land owned by the Village, staff is unsure regarding ownership of the building. Administrator Daily noted staff is bringing this to the Board since this is a first request for use of the building. Staff recommends approval.

Motion by Tammy Newberry to approve use of Chamber Hut by the Vision Youth Committee on December 14th, second by Michael Bell. Motion carried. (7-0).

CONVENE INTO CLOSED SESSION [PUBLIC WORKS DIRECTOR REVIEW]: (Those in attendance included the Village Board Trustees and Administrator Daily). Motion by Mike Ganshert, second by Michael Bell to convene into closed session.

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. (7-0). Time: 7:40 p.m.

RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION ON CLOSED SESSION ITEM:

Motion by Peggy Kruse, second by Michael Bell to reconvene into open session. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. (7-0). Time: 7:51 p.m.

ACTION ON CLOSED SESSION ITEM: Motion by Tammy Newberry, second by Peggy Kruse to approve the evaluation and wage increase listed in the offer of employment effective on the 12-month anniversary (9/24/19). Motion carried. (7-0)

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:04 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

11/19/19

2020 BUDGET PUBLIC HEARING: President Truttman called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Kevin Budsberg, Linda Hiland, Library Director Holly Lague, Public Works Director Joe Cockroft, Lt. Jeff Sturdevant, Chief Burt Boldebuck, Administrator Drake Daily, and Clerk-Treasurer Lynne Erb.

No comments were made at the public hearing.

Motion by Petra Streiff, second by Tammy Newberry to close the budget public hearing at 7:01 p.m. Motion carried. (7-0).

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:01 p.m. PRESENT: All those present at the public hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: The Village Board will convene into Closed Session called under State Stat. 19.85(1)(E) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require closed sessions [Discussion on Substation project and related land purchase].

ANNOUNCEMENT: The Board will convene into Closed Session called under State Stat. 19.85(1)(E) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require closed sessions [WPPA Contract Negotiation].

AGENDA: President Truttman requested Item 10H (Resolution 19-42/Establish Wages for Full-Time Employees for 2020) be moved to after the closed sessions. Motion by Mike Ganshert, second by Tammy Newberry to approve the 11/19/19 agenda with the moving of Item 10H to after the closed sessions. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Tammy Newberry. Motion carried. (7-0)

APPROVAL OF MINUTES OF 11/5/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for Utilities, e-check for life insurance totaling \$49,226.24; payroll vouchers 14280 to 14307 totaling \$29,854.02 and Checks 37926 to 37980 totaling \$52,689.36.

UPDATE: MONTHLY POLICE REPORT: The October report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for October was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for October for review.

CONSIDERATION/DISCUSSION: BLAST PERMIT FOR FALCON DRILLING AND BLASTING, INC. (PRAIRIE HAUS DEVELOPMENT SITE): Administrator Daily reported Falcon Drilling and Blasting has submitted an application for blasting at the Prairie Haus Development Site between 11/24/19 to 5/29/20, primarily in the spring. The Village Engineer has reviewed the application and supporting documents and is recommending approval of the application contingent on the contractor providing the completed additional insured endorsement form CG 20 26 07 04 for insurance coverage. The Board briefly discussed notice to the area residents of the blasting and Administrator Daily noted that 906 Elmer Road is the only property within the area for a pre-condition survey and that property will be offered the survey. Other area residents will be notified of the dates for blasting. Trustee Ganshert requested Administrator Daily ask Village Engineer Pat Rank if he has any specific concerns over the WWTP due to its proximity of the blasting.

Motion by Mike Ganshert, second by Peggy Kruse to approve contingent on the contractor providing the completed additional insured endorsement form CG 20 26 07 04 for insurance coverage. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: 2020 BUDGET AND CORRESPONDING RESOLUTIONS: Administrator Daily noted that other than item A (Approval for Use of Previous Year's Unused Levy Amount \$221), all budget resolutions can be approved in one motion, or individual motions depending on the Board's preference.

CONSIDERATION: APPROVAL FOR USE OF PREVIOUS YEAR'S UNUSED LEVY AMOUNT \$221: Staff reported that in order to utilize the \$221 of unused levy from 2018,

the Board needs a 3/4 vote. Motion by Petra Streiff, second by Chuck Phillipson to utilize the unused levy of \$221.

ROLL CALL: Michael Bell-yes; Michael Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carried (7-0).

Motion by Tammy Newberry, second by Chuck Phillipson to approve the following:
RESOLUTION 19-35/ADOPTION OF 2020 BUDGET AND TAX LEVY:

RESOLUTION 19-36/TREASUER'S BOND:

RESOLUTION 19-37/CARRY FORWARD UNSPENT TRIATHLON FUNDS TO SINKING FUND:

RESOLUTION 19-38/DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF VILLAGE MONIES:

RESOLUTION 19-39/SETTING 2020 STORMWATER UTILITY EQUIVALENT RUNOFF UNIT (ERU):

RESOLUTION 19-41/ESTABLISH WAGES FOR PART-TIME EMPLOYEES FOR 2020:

RESOLUTION 19-43/FRINGE BENEFITS FOR FULL-TIME EMPLOYEES:

RESOLUTION 19-44/FRINGE BENEFITS FOR PART TIME EMPLOYEES:

Motion carried. (7-0)

CONVENE INTO CLOSED SESSION: WPPA UNION CONTRACT 2020-2022 and ALLIANT ENERGY SUBSTATION PROJECT AND RELATED LAND PURCHASE]:

Motion by Mike Ganshert, second by Chuck Phillipson to convene into closed session for both closed session items.

ROLL CALL: Michael Bell-yes; Michael Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carried. (7-0)

RECONVENE INTO OPEN SESSION FOR POSSIBLE ACTION ON CLOSED SESSION ITEM:

Motion by Mike Ganshert, second by Michael Bell to reconvene into open session.

ROLL CALL: Michael Bell-yes; Michael Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carried. (7-0)

WPPA UNION CONTRACT 2020-2022: Motion by Michael Bell to approve the WPPA Union Contract for 2020-2022, second by Michael Ganshert. Motion carried. (7-0).

RESOLUTION 19-42/ESTABLISH WAGES FOR FULL-TIME EMPLOYEES FOR 2020: Motion by Mike Ganshert, second by Michael Bell to approve Resolution 19-42. Motion carried. (7-0)

SUBSTATION PROJECT AND RELATED LAND PURCHASE: Tammy Newberry moved to approve the Offer to Purchase Land, second by Chuck Phillipson. Motion carried. (7-0).

PRESIDENT'S REPORT: President Truttmann noted the three (3) trustees whose terms are up in April, 2020 are: Chuck Phillipson, Tammy Newberry and Petra Streiff. Clerk Erb noted the memos and Notice of Non-Candidacy will be provided the last week of November and the

Nomination papers will be ready at that time as well. Candidates can begin obtaining signatures on December 1st.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:11 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
11/5/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:01 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Corrine Hendrickson, Brooke Skidmore, Barb Anderson, Sandy Blum, Mary Statz, Dave Ferris (Ehlers & Associates), Public Works Director Joe Cockroft, Chief Boldebeck, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 10/1/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Brooke Skidmore and Corrine Hendrickson, invited the Village Board to their showing of the documentary “No Small Matter” to be held in the Village Hall Community Room on Saturday, November 9th at 3:30 p.m.

Barb Anderson asked if the issue of moving oversight of the Chalet of the Golden Fleece was going to be voted on tonight. The issue is included on the agenda for discussion/consideration. She commented that as a member of the Historic Preservation Commission (HPC) she was surprised to see this item as the HPC had not been informed of the possible change. She also noted the funding issues related to the Chalet of the Golden Fleece suggesting the Village Board needs to determine whether or not to continue operation of the Chalet.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (7-0)

APPROVAL OF MINUTES OF 10/15/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement, and Check 37866 totaling \$244,295.29; Checks 37867 to 37925 totaling \$151,994.19; payroll vouchers 14254 to 14279 totaling \$28,705.43.

PRESENTATION BY DAVE FERRIS (EHLERS) WATER AND ELECTRIC SYSTEM REVENUE BONDS: Dave Ferris with Ehlers & Associates presented the Pre-Sale Report for the Village of New Glarus \$1,540,000 Water and Electric System Revenue Bonds Series 2019B (a copy is on file with the Village Clerk’s Office). Mr. Ferris reviewed the financing of the projects, including two borrowings, one in 2019 and a second in 2021 including the timeline for the current borrowing. He indicated the debt coverage for the borrowings as presented is sufficient.

DISCUSSION/CONSIDERATION: RESOLUTION 19-34 PROVIDING THE SALE OF APPROXIMATELY \$1,540,000 WATER AND ELECTRIC SYSTEM REVENUE BONDS, SERIES

2019B: The Utility will begin incurring costs for Phase 1 of the Electrical System Upgrades in January of 2020. This borrowing will provide the funds to move forward with the project. Said Resolution is incorporated herein by reference. Mike Ganshert moved to approve Resolution 19-34/Resolution Providing for the Sale of Approximately \$1,540,000 Water and Electric System Revenue Bonds, Series 2019B. second by Tammy Newberry. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carried. (7-0).

CONSIDERATION/DISCUSSION OF AN AMENDMENT TO SECTION 288-20 – LIMITATIONS IN PARKING DURING CERTAIN TIMES [ORDINANCE 19-04]: Administrator Daily reported the New Glarus Post Office contacted the Village regarding overnight parking of post office vehicles in a public parking area. The Post Office was informed they will assume new rural routes which require 2 post office vehicles for delivery. The Post Office owns insufficient land to park these vehicles overnight. Ordinance 19-04 contains an amendment to create an exception to the overnight parking prohibition on Railroad Street. Official post office parking signage will be installed. This exception does not apply to personal vehicles used by post office staff. The Public Works and Public Safety Committee recommends approval.

The Board briefly discussed concerns over losing additional public parking spots in the downtown.

Motion by Mike Ganshert to approve Ordinance 19-04, second Michael Bell. Motion carried. (7-0)

CONSIDERATION/ DISCUSSION: AMENDMENT TO ORDINANCE SECTION 16-10 – HISTORIC PRESERVATION COMMISSION: Administrator Daily report Parks and Recreation Commission previously discussed the merits of transferring jurisdiction of the Chalet of the Golden Fleece to the Historic Preservation Commission. The Committee determined the Chalet would be better served if it was overseen by the Historic Preservation Commission. He has prepared a draft amendment to the Historic Preservation Commission's ordinance to allow the change to membership and specify the duties as related to the Chalet of the Golden Fleece. The Parks and Recreation Committee recommends approval. Peggy Kruse asked Sandy Blum and Mary Statz (Friends of the Chalet) for their thoughts on the change. They indicated they were aware of the possible change and thought HPC was aware as well. They noted concerns over the comments made earlier in the meeting about continuing operations. Petra Streiff (Parks Chair) added the Parks Committee should have included the HPC in their discussions and it was not the intent to blindside the HPC with the change.

Motion by Mike Ganshert, second by Tammy Newberry to table the matter. Motion carried. (7-0)

ADMINISTRATOR'S REPORT: Administrator Daily reminded the Board of the Budget Public Hearing at 7 p.m. on November 19th.

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 7:38 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD
PROCEEDINGS VILLAGE OF
NEW GLARUS

10/15/19

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 6:00 p.m. PRESENT: Roger Truttmann, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Chief Burt Boldebeck, Administrator Drake Daily, Clerk- Treasurer Lynne Erb. Kevin Budsberg and Mike Marty joined during the course of the meeting.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Tammy Newberry, second by Mike Ganshert to approve the 10/15/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Michael Bell. Motion carried. (7-0)

APPROVAL OF MINUTES OF 10/1/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement, and health insurance; e-check for life insurance and Journal Entries for municipal utilities totaling \$61,386.28; Checks 37822 to 37865 totaling \$40,608.07; payroll vouchers 14227 to 14253 totaling \$28,800.34.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Jonathan Sunderlage; Tabitha Joslin; Robin Hermanson; Elizabeth Esser; Cheri Kempfer.

APPROVAL: ACCURATE APPRAISAL CONTRACT: The contract formalizes the proposal approved on September 3, 2019 by the Village Board and includes an option for updating property cards at a one-time cost of up to \$2,000. The \$2,000 is included in the current draft of the 2020 budget.

APPROVAL: AUDIT SERVICES CONTRACT WITH CLIFTON LARSON ALLEN-FORMERLY SCHENK S.C.: Clifton Larson Allen (CLA) has provided a proposal for continuing audit services for 2019, 2020 and 2021, with an option for 2022 and 2023 at a two (2) percent increase each year, the same as the previous contract with Schenck SC for the audit years 2014-2018.

APPROVAL: 2019 TO 2020 TAX COLLECTION AGREEMENT WITH GREEN COUNTY: This is an annual agreement with the Green County Treasurer for collection of real estate and personal property taxes. There is no change in the cost from last year.

UPDATE: MONTHLY POLICE REPORT: The September report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for September was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for September for review.

CONSIDERATION/DISCUSSION: VARIANCE REQUEST REGARDING WISCONSIN HOUSING PRESERVATION CORP PARKLAND FEES IN LIEU OF DEDICATION AND PARK IMPROVEMENT FEES: Administrator Daily noted there are two variances being requested: 1) waiving payment of a fee in lieu of dedication of parkland based on number of units within a development; and 2) waiving the \$100 per bedroom park impact fee. He reported that in researching the original plat for Valle Tell it was determined that the amount of parkland dedicated at the time of Plat approval for Phase 1 [5.76 acres] was sufficient to cover this project

of 40 units. Therefore, the \$40,000 fee in lieu of parkland dedication is not required as the parkland has been donated as part of Phase 1 of Valle Tell.

The remaining variance request for waiving the \$100 per bedroom park fee remains. There are a total of 68 bedrooms proposed in the housing project, providing a \$6,800 fee. Administrator Daily commented the Wisconsin Housing Preservation Corp has noted a very tight budget for this project and the additional fees will require a reduction elsewhere in the project. It was also noted that the project includes the creation of a path and green space connecting the project to the DNR bike path for use by the public in addition to residents of the building. The anticipated tax revenue from the project is estimated at \$30,000 annually.

Motion by Tammy Newberry to waive the \$100 per bedroom fee for the Wisconsin Housing Preservation Corp project, second by Peggy Kruse. Motion carried. (7-0)

CONSIDERATION/DISCUSSION: DEVELOPMENT AGREEMENT WITH WISCONSIN HOUSING PRESERVATION CORP FOR PRAIRIE HAUS DEVELOPMENT: Administrator Daily updated the Board on the Development Agreement, noting the negotiation and approval has been completed by the Village Attorney and staff is recommending approval. The developer anticipates breaking ground yet this month on the project.

Motion by Chuck Phillipson, second by Mike Ganshert to approve the Development Agreement. Motion carried. (7-0)

UNFINISHED BUSINESS:

DISCUSSION/CONSIDERATION: REQUEST FOR \$500,000 FINANCIAL COMMITMENT TO FUND A NEW PUBLIC LIBRARY FACILITY: This item was tabled from the October 1, 2019 Village Board meeting and the Ehler's borrowing information was provided in the agenda packet.

Motion by Mike Ganshert to close out discussion on the topic, second by Peggy Kruse. ROLL CALL VOTE: Mike Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-abstain; Roger Truttmann-yes. Motion carried. (6-0-1)

DISCUSSION/CONSIDERATION: 2020 DRAFT BUDGET: Administrator Daily reported that the actual 2020 Highway Aid was higher than estimated in the original draft and those funds were applied to an increase of \$8,000 for Vet's infield work, increase for PD Tech from \$8,000 to \$13,500, \$2,000 for additional work for the assessor to bring property cards current and the remaining to streets. The current draft remains balanced and utilizing the full levy limit allowance. A public hearing is scheduled for November 19, 2019 at 7 p.m.

The board members discussed a number of questions on the capital projects listed that include a borrowing, noting all borrowings will require a separate approval of the Board. Also discussed were the work at the ballfield and possible assistance from community groups and school, the mowing contract and possibility for that do be done by Village employees in the future; floral clock and PILOT payment received from the New Glarus Home.

Administrator Daily noted while there is not much wiggle room in the budget, the Village is in a strong financial position and the proposed budget will accomplish a number of projects.

The budget as drafted will be published as part of the notice of the budget public hearing scheduled for November 19, 2019 at 7 p.m.

PRESIDENT'S REPORT: No report.

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 6:30 p.m.

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
10/1/19

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Library Director Holly Lague, Faun Phillipson, Jody Hoesly, Linda Hiland, Gof Thomson, Shelly Truttmann, Greg Thoemke, Victoria Fuller, Corrine Hendrickson, Chief Boldebeck, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 10/1/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: After a brief discussion, the Board agreed to take public comment at this time rather than wait for the agenda item.

Jody Hoesly thanked the Board for the \$1 million commitment and requested support for the additional \$500,000. She provided statistical information on the library, noting the public library is well-loved and well used by the community. She further commented that while not everyone can afford the tablets, phones, access to internet, the library provides that service to the residents.

Linda Hiland asked to address two topics: 1) comments from the previous meeting and 2) support for financial commitment. She noted concerns over raising taxes when the public library provides cultural and educational opportunities for people of all ages. She also noted that the \$1 million in funding support of the Village Board in 2012 equated to approximately 50% of the total project cost. Now with the increased building costs estimated at \$3.5, the \$1 million in funding support of the Village Board only equates to approximately 29% of the total project cost.

Corrine Hendrickson thanked the Board for the \$1 million commitment and supports the additional \$500,000. She questioned where the residents who claim to not support the project are when it comes to these meetings? She indicated she is willing to pay more tax for the operation of the library as well, noting residents pay tax for the operation of the pool that is only used three (3) months out of the year. She referenced a program “No Small Matter” regarding the shortage of childcare that is being sponsored in conjunction with the New Glarus Public Library and noted there is currently insufficient room available for the program and the providing of child care for those attending. She added people in this community care about kids.

Greg Thoemke thanked the Board for hearing the public out on this issue. He provided a handout [on file at the Clerk’s Office] illustrating a timeline between 2012 and 2013 where the financial commitment of the Village Board was made and reaffirmed. The handout also included fundraising by the Library for that time period and noted the estimated cost of a 14,800 square foot facility in 2012 was \$2.3 million. He commented that the process of holding out for the perfect facility has resulted in the Village being denied of an improved facility.

Victoria Fuller expressed her concern over the potential tax increase, noting her family currently pays \$230 annually for a library they admittedly don’t use and with the current budget proposal and borrowing would pay \$490 annually. She added the public’s means of consuming information has changed.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 9/17/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses totaling \$23,464.69; payroll vouchers 14197 to 14226 totaling \$27,851.64; Checks 37770 to 37821 totaling \$334,119.87.

DISCUSSION/CONSIDERATION: COMMITMENT OF ADDITIONAL \$500,000 TO LIBRARY PROJECT: Trustee Newberry began the discussion expressing her love for the library and belief that libraries will be relevant in the future. She noted concern over the potential burden being placed on taxpayers and would like to see the additional funds provided by fundraising.

Trustee Phillipson disagreed that it's a burden on taxpayer, noting at most the borrowing adds \$10 per month. He doesn't believe that's too great a price to pay and noted many surrounding communities are building new libraries that are the cornerstone of their community. He would like to see the Board fund the library through matching funds for the possible addition of \$500,000.

Trustee Bell provided a handout [on file at the Clerk's office] with "Fast Facts" on the library between 2012 and 2018. He noted an increase in the percentage of users from outside the Village and questioned how funding is received from those users. The Green County library aid payment was discussed and noted that Green County funds at 70%. Trustee Streiff added Green County determines that funding level.

Trustee Kruse expressed her concerns over the future operating costs and where that will come from with the continued levy limit restrictions. She noted the \$28,691 increase being proposed for 2020. She noted additional future capital projects needed in the Village and the need for responsible spending.

Some trustees expressed concern over not knowing an exact number for the borrowing if the additional amount was done as matching funds. The debt service capacity was discussed with concerns noted for going over the self-imposed limit. Administrator Daily noted there is some flexibility allowed with the structuring of future debt and prioritizing projects. Trustee Ganshert noted concerns over being able to maintain the Village's substructure should the Village go over their self-imposed limit.

Trustee Phillipson noted a need for a review of the borrowing information previously provided by Ehler's and moved to table to the next meeting, second by Tammy Newberry. Motion carried (5-2).

APPROVAL: EMERGENCY MEDICAL SERVICES CONTRACT WITH NEW GLARUS EMS FOR 2020-2022: Administrator Daily noted the three (3) year contract includes a two (2) percent increase in 2020, one (1) percent in 2021, and two (2) percent in 2022. There has been no increase since 2016. Staff is recommending approval. Motion by Petra Streiff, second by Mike Ganshert to approve the 2020-2022 contract with New Glarus EMS. Motion carried (7-0).

2020 BUDGET DISCUSSION: Administrator Daily presented the draft 2020 balanced budget. He noted the draft budget utilizing the full allowable levy limit increase based on 1.07% net new construction increase, maintains current level of service, includes a 2% wage increase, contains significant cuts to capital projects in order to balance maintaining services. He noted an estimated increase of 12¢ per \$1,000 in value (\$24 on a \$200,000 property). He also reported the Village has not yet received State Transportation Aid or a final contract with the Wisconsin Professional Police Association union and will need to work those into the budget prior to the public hearing.

Trustee Kruse noted the increase to the debt service levy. Administrator Daily noted the borrowing for Third Avenue and fire truck, further noting additional borrowing is often a result of the levy limits and decrease in state aid.

Trustee Newberry commended staff for their work in providing a balanced budget under the strict levy limits. She noted concern over the additional funding providing to one fund. Administrator Daily noted the need to provide family health benefits when previously single health benefits were utilized. Trustee Newberry expressed her concern for continued increases to operating expenses with strict levy limits. Trustee Phillipson noted the need to look at the budget on an annual basis.

The Board briefly discussed further meetings and publication requirements, noting further discussion/consideration of the 2020 budget should be placed on the next Board agenda.

Motion by Chuck Phillipson, second by Mike Ganshert to utilize the full allowable levy increase for the 2020 budget preparation. Motion carried. (7-0).

ADMINISTRATOR'S REPORT: Administrator Daily noted the regular Public Works/Public Safety meeting for October 9th was cancelled and will be either rescheduled or wait for the regular November meeting.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:19 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD
PROCEEDINGS VILLAGE OF
NEW GLARUS 9/17/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Bekah Stauffacher (New Glarus Chamber), Sue Moen (POST-MESSENGER-RECORDER), Jody Hoesly, Mary Funseth, Corrine Hendrickson, Mike Slavish, Mike Marty, Linda Hiland, Nick Bucholtz (Town & Country Engineers), Gof Thomson, Greg Thoemke, Victoria Fuller, Library Director Holly Lague, Lt. Jeff Sturdevant, Public Works/Utility Director Joe Cockroft,, Administrator Drake Daily, Clerk- Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Tammy Newberry, second by Mike Ganshert to approve the 9/17/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None at this time. Will be allowed comment during agenda item.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Petra Streiff. Motion carried. (7-0)

APPROVAL OF MINUTES OF 9/3/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement, and health insurance; e-check for life insurance and Journal Entries for municipal utilities and Check 37719 totaling \$72,426.09; Checks 37720 to 37769 totaling \$42,385.20; payroll vouchers 14159 to 14196 totaling \$27,404.80.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Edwards Marks; Megan Orvold; Pamela Cox; Jennifer Lewke; Melissa Ann Haak; Dawn Hahn; Hailey McIntosh; Ciaran O'Neill-Culhane; Craig Shea; Liana Asmus.

APPROVAL: SPECIAL EVENT PERMIT: NEW GLARUS CAR SHOW ON 10/13/19 BY NEW GLARUS CHAMBER OF COMMERCE: The event will close 1st Street between 5th and 6th Avenue; 5th Avenue between 3rd Street and Railroad Street; 2nd Street between 4th Avenue and 6th Avenue. No Park Facilities will be utilized. An emergency action plan is not required due to the small size of the event. The insurance is on file with the Village Clerk. The Public Works/Public Safety Committee recommends approval.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR WINE WALK ON 10/11/19 BY FRIENDS OF THE CHALET OF THE GOLDEN FLEECE: The wine walk includes ten (10) locations. Registration that evening will be held at the Chalet of the Golden Fleece but no wine will be served there. Staff and Public Works/Public Safety Committee recommend approval.

UPDATE: MONTHLY POLICE REPORT: The August report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for August was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for August for review.

APPROVAL: CERTIFIED SURVEY MAP FOR LOT 42 TO RECORD A LAND SPLIT: Mike Marty with Vierbicher reported the original CSM approved in November 2018 for the developers of the Prairie Haus multi-family development on Elmer Road required amending in order conform with HUD rules. The purpose of this requested amendment is to conform the building lot to not include any floodplain area.

Motion by Chuck Phillipson, second by Petra Streiff to approve the CSM for Lot 42. Motion carried. (7-0)

APPROVAL: AUTHORIZE BORROWING AND PURCHASE AGREEMENT TO PURCHASE FIRE TRUCK FOR NEW GLARUS VOLUNTEER FIRE DEPARTMENT: The total cost of the new fire truck is \$530,000. The Village's portion is 41.33% or \$219,046.88. The current balance of the fire sinking fund is \$43,574.37 which can be applied to lower the borrowing. Staff has received quotes from the State Bank of Cross Plains and the Bank of New Glarus. The Bank of New Glarus offered the lowest interest rate at 2.37% for a ten-year term. Trustee Newberry reviewed the process at the fire district level, noting the delivery of the new truck is expected in August, 2020.

Petra Streiff moved to approve the purchase and borrowing with the Bank of New Glarus at \$219,046.88 less the sinking balance of \$43,574.37 second by Tammy Newberry. Trustee Phillipson suggested the addition of "an amount up to \$175,472.51". Trustees Streiff and Newberry agreed with the change. Motion carried, with change. (7-0)

PUBLIC WORKS:

AWARD OF BID TO MIDWEST ROOFING FOR REPLACEMENT OF VILLAGE HALL ROOF:

Bids for the Village Hall Roof Replacement were opened at 10:00 AM on September 12th. The Village received two bids. Midwest Roofing submitted the low bid at \$49,210 and work will be completed in 2019. Funds for the project are included in the current budget. The only other bid was in the amount of \$62,800.

Motion by Mike Ganshert, second by Peggy Kruse to approve the contract to Midwest Roofing. Motion carried. (7-0)

APPROVAL: RESOLUTION 19-33 HIRING OF PETER HEIL AS UTILITY LINE WORKER:

Staff is recommending Peter Heil be hired for the vacant line worker position contingent on successful completion of drug testing. Resolution 19-33 outlines the hiring. Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution 19-33. Motion carried (7-0).

APPROVAL: RESOLUTION 19-32 FINAL RESOLUTION 3RD AVENUE SPECIAL

ASSESSMENTS: Strand Associates has provided the final numbers for the special assessments for work completed on the 3rd Avenue project. After approval of the Resolution, Village Staff will publish the Resolution as required by State Stat., and prepare and mail a statement to each property owner for the amount owing. Due to the timing of the billing, the Resolution provides for payment (interest free) by the property owner through the end of 2019

with interest beginning to accrue on 1/1/20 at the rate of 6.25% (1% over prime). The balances going to the tax roll, will start with the 2020 tax statement.

Motion by Mike Ganshert, second by Peggy Kruse to approve Resolution 19-32. Motion carried (7-0).

UNFINISHED BUSINESS:

DISCUSSION/CONSIDERATION: REQUEST FOR FINANCIAL COMMITMENT TO FUND A NEW PUBLIC LIBRARY FACILITY: This item was tabled from the September 3, 2019 Village Board meeting. The New Glarus Public Library Board of Trustees has submitted a letter to the Village requesting a commitment of \$1.5 million. The estimated cost of the library is \$3.5 million.

President Truttmann began by asking Library Board President, Linda Hiland on timing for the cut off of fundraising. Linda Hiland noted that in order to meet the anticipated timeline, a final design would be needed January, 2020. While fundraising would continue throughout the project, the Library Board would be making adjustments to the final design to be in line with the available funds.

Item was opened for those wishing to make public comment:

Jody Hoesly provided statistics from 2018 of services provided by the Public Library, noting it provides not only books, but opportunities for families and people of all ages to gather and socialize, computer access, summer reading, history preservation, etc. She spoke in favor of funding.

Mary Funseth, one of the co-chairs for the fundraising committee, commented on the various conversations with people in requesting funding, noting people want a new building and are willing to fund it, but need to see a commitment by the Village Board.

Corrine Hendrickson, expressed concern over comments made at the 9/3/19 meeting regarding cost increases to the project and noted various reasons for those increases between 2012 and 2019. She added she feels that the \$1.3 million in added costs is a reflection of "wasted dollars" because the project was not approved sooner. She referred to a comment from the last meeting regarding concern for a future recession and noted the library will be needed even more during a recession.

Holly Lague, Library Director acknowledged the efforts of everyone in working toward a decision, noting the amount of passion and support for this project.

Gof Thomson stated three (3) decisions need to be made:

- 1) Borrow \$1.5 million
- 2) Take on additional operating costs, noting he believes those could be funded for a time with surplus funds
- 3) Library Board willing to build with the resources they have available

He encouraged the Boards to get the library built.

Greg Thoemke, expressed concerns over the size of the building in the latest design and the ability of the Library Board to raise the additional funds necessary for that building size within the time outlined. He further noted the changing services and functions of a Library over the last twenty (20) years and what the future holds. He suggested a \$1 million borrowing. He cautioned against using surplus to fund additional operating costs.

Victoria Fuller noted the amount of passion for the project along with the amount of pressure being placed on the Village Board. She further commented that while donations are voluntary debt for residents, debt payment is not.

As the Board began their discussion, Tammy Newberry noted that as one of three new board members, it is a difficult decision and everyone is doing the best they can.

President Truttman suggested an option for matching funds with the Library for the project, noting they have currently raised approximately \$1 million, meaning the Village would match \$1 million. The Village Board could then agree to match any additional funds up to a total contribution of \$1.5 million.

Tammy Newberry asked for additional information regarding the previous commitment of \$1,040,000 along with the reimbursement for Glarner Park work. Administrator Daily noted the reimbursement for the Glarner Park work had been approved with former Administrator Gadow requesting time for funding through the 2019 budget process. This reimbursement has not currently been made. The original \$1 million commitment was rescinded.

Motion by Chuck Phillipson to approve a Village Board match of Library contribution up to \$1.5 million, second by Petra Streiff.

Discussion continued, with Peggy Kruse stating she is not in favor of a \$1.5 million borrowing, noting discussions she has had with residents. She also expressed a concern over whether the brick and mortar building will be viable in 20 years, the operating budget for a new facility and burden on the taxpayers when there is not much growth in the Village. She is advocating for responsible fiscal funding of Village projects.

The Board continued discussions with some members expressing concern about making a decision now.

Petra Streiff called the question, Chuck Phillipson seconded. ROLL CALL VOTE: Michael Bell-no; Mike Ganshert-no; Peggy Kruse-no; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion fails (4-3 – requires 2/3 majority to pass).

Discussion continued on original motion of Chuck Phillipson on the table. Tammy Newberry suggested Board members may be more comfortable handling the \$1 million separately from the \$1.5 million option.

Tammy Newberry proposed an amendment to the main motion to approve a contribution of \$1,040,000 for the Library Project, second by Peggy Kruse.

Chuck Phillipson questioned whether it would be easier, procedurally, for him to withdraw his motion. After reconsideration and a review of Robert's Rules, Chuck Phillipson decided not to withdraw his motion.

Vote on amending main motion by Chuck Phillipson: ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-no; Petra Streiff-no; Roger Truttman-yes. Motion carried (5-2).

Vote on main motion as amended "approve a contribution of \$1,040,000 for the Library Project". ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-no; Roger Truttman-yes. Motion carried (6- 1).

Consensus of the Board to put the \$500,000 additional borrowing on the 10/1/19 Village Board agenda.

DISCUSSION/CONSIDERATION: VILLAGE POLICY REGARDING LATE PERMIT

APPLICATIONS: This item was tabled at the September 3, 2019 Village Board meeting. Bekah Stauffacher with the New Glarus Chamber offered the following for consideration:

- 1) Suggest wording be changed to require submittal of application two (2) months prior event date.
- 2) Suggest increase late fee to \$200 or \$250.
- 3) Suggest adding language that any application received less than three (3) weeks of event date be rejected.
- 4) Suggest once changes have been approved, a public notice be issued and sent to event applicants to make everyone aware of policy.

The Board briefly discussed the suggestions and requested staff to prepare a policy to bring before the Board. The policy should include special event permits, street use (traffic lanes) permits and park use (exclusive) permits.

CONVENE INTO CLOSED SESSION UNDER SECTION 19.85(1)(e) REGARDING THE PURCHASE OF LAND FOR THE CONSTRUCTION OF A SUBSTATION: Motion by

Tammy

Newberry, second by Mike Ganshert to convene into closed session at 8:40 p.m. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried (7-0).

RECONVENE INTO OPEN SESSION: Motion by Petra Streiff, second by Peggy Kruse to re- convene into open session at 9:02 p.m. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert- yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried (7-0).

PRESIDENT'S REPORT: No report.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 9:03 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
9/3/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:03 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Bekah Stauffacher (New Glarus Chamber), Dave Ferris (Ehlers & Associates), Administrator Drake Daily, Deputy Clerk-Treasurer Wendy Tschudy, Library Director Holly Lague, Mary Davis, Mike Davis, Mary Usher, Tim Usher, Linda Hiland, Kevin Budberg, Janis Merkle, Gof Thomson, Barbara Anderson, Chris Kiesz, Suzi Janowiak, Kaye Gmur, Meaghan Evans Belknap, Shelly Truttman, Rosalie Huntington, Roman Kendrick, Beth Blahut, Greg Thoemke, Victoria Fuller, Dan Gartzke, Tracey Schwalbe, Corrine Hendrickson, Mark Janowiak.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 9/3/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Because all of the citizen comments are regarding agenda item 11, the public library resolution, President Truttman announced that comments will be heard at that point in the agenda.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 8/20/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, and health insurance; e-check for life insurance and Journal Entries for municipal utilities totaling \$48,437.56; Checks 37689 to 37718 totaling \$42,070.10; payroll vouchers 14112 to 14158 totaling \$34,070.10.

CLARIFICATION: PREMISE DESCRIPTION FOR PARKSIDE DEVELOPMENT LLC: At the request of the owner, clarify the premise description on the liquor license to include the outdoor area in between the two buildings of the Fest Haus. The outdoor area is bordered by the buildings on the east and west and is gated on the north and south to mark the boundary.

DISCUSSION/CONSIDERATION: RESOLUTION R19-31 DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM PROCEEDS OF BORROWING: For the electric upgrade and new substation project, this resolution makes it possible for the Utility to reimburse itself any out-of-pocket project costs incurred prior to the borrowing being completed.

Motion by Tammy Newberry, second by Petra Streiff to approve Resolution R19-31. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: CONTRACT AWARD FOR ASSESSMENT SERVICES: Two proposals were received for assessment services, from Associated Appraisers and from Accurate Appraisal. The current assessor, Gardiner Appraisals, did not submit a proposal. After reviewing the applications, Staff recommends approving a contract with Accurate Appraisal for assessing services.

Motion by Petra Streiff, second by Mike Ganshert to approve a contract with Accurate Appraisal, option A. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: LATE FEE FOR STREET USE PERMIT AND SPECIAL EVENT PERMIT: The current special event permit requires an application be submitted one month before the Parks and Recreation/ Public Works and Public Safety Agenda. If it is received after the deadline, it is scheduled for the next meeting. If the applicant cannot wait until the next meeting, a \$100 rush fee is charged. There is no current late fee for a Street Use permit.

Trustee Phillipson expressed his concerns over whether a late fee would be effective, and if an event is known well in advance, the application should be timely or the organizer suffers the consequences.

Trustee Kruse would like more discussion and a possible blanket deadline plus a late fee.

Motion by Mike Ganshert, second by Chuck Phillipson to table for a future meeting agenda, for no specific meeting date. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: CHANGE ORDER FOR 3RD AVENUE RECONSTRUCTION

PROJECT: 3rd Avenue reconstruction is substantially complete. During televising of sanitary mains, a break was discovered on 2nd Street allowing significant clearwater infiltration into the pipe. To address this, the Village Engineer is recommending a change order to the 3rd Avenue Project to have Maddrell Excavation complete the necessary work. The work to be completed on Second Street between Third Avenue and Fourth Avenue would consist of increasing the existing 8-inch sanitary sewer main to a new 10-inch sanitary sewer main. The existing sanitary sewer lateral would be reconnected to the new main. A new sanitary sewer manhole would be installed at the Second Street and Fourth Avenue intersection. The existing asphalt pavement would be removed on Second Street between Third Avenue and Fourth Avenue. The existing base course would be proof rolled to determine suitability. New asphalt would be placed on Second Street. Remaining funds from the 3rd Avenue project would be applied to this project as well as funds from the Wastewater lateral replacement fund. Estimated cost is \$125,000.

Motion by Tammy Newberry, second by Mike Ganshert to approve. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS:

Holly Lague, New Glarus Public Library Director, spoke in support of a new library and what it will offer the community.

Mike Davis spoke in support of additional funding for the library, noting that schools and library make the community strong, and the current library is insufficient.

Mary Usher spoke in favor of moving forward with a new library, how she utilizes the Verona library with her grandchildren and how wonderful to have those facilities here in New Glarus.

Janis Merkle, a former Assistant Director and library user for 25 years, noted that while the community has grown in that time period, the library has not, and we need to do what it takes to get a library built.

Gof Thomson asked a couple of questions, then expressed concern that we are still \$1 million short in funding, and noted that we want a new library and are at a point to build with what funds we have available.

Barb Anderson spoke in support of the library project, agreeing with comments already made and noted it won't get any cheaper.

Chris Kiesz thanked all who those who support the library project and notes "we can get this done."

Meaghan Evans Belknap, spoke in support for the library project, noting how her family and children love to visit/use the library.

Roman Kendrick, a high school student, remembered going to story time as a child, and had donations to the library building fund made in lieu of birthday gifts one year, but six years later, the library hasn't been built yet. He looks forward to using it when it is built.

Greg Thoemke spoke in support of voting no to additional funding for the library, that it is needed, well intentioned, but not ready yet. He cited three issues: current village debt; cost vs. building size and inflation from 2013 to 2019; and viability of raising an additional \$1 million in a short timeframe.

CONSIDERATION/DISCUSSION: REQUEST FOR FINANCIAL COMMITMENT TO FUND A NEW PUBLIC LIBRARY FACILITY: Linda Hiland, New Glarus Library Board President, gave a brief presentation regarding their request for commitment of \$1.5 million toward funding a new estimated \$3.5 million library facility. She noted that as building costs continue to rise each year, a commitment is needed as soon as possible and will restore faith in the project and help the fundraising to move forward. (A copy of this presentation is on file in the Clerk's Office)

Dave Ferris, Ehlers and Associates, gave a brief presentation regarding borrowing for the library project, comparing debt limit calculations and debt capacity at various levels of borrowing. (A copy of this presentation is on file in the Clerk's Office)

Trustee Newberry raised the question of the ability of the village to fund a crisis should the village borrow \$1.5 million for a library, bringing the village above its self-imposed debt limit.

Trustee Ganshert indicated that the village has already committed to \$1 million in funding, and there is another \$1 million to be raised. Discussion led to the question of whether the resolution still stands for the initial \$1 million commitment. Administrator Dailey indicated that he would need to research the minutes. President Truttman advised that regardless, the village has always budgeted for \$1 million for project funding.

Trustee Streiff stated that the library would be an asset to the community, and that there is heavy lifting to raise another \$1 million, but the library board will adjust plans if fundraising falls short.

Motion by Petra Streiff to approve Resolution 19-32, Commitment to Library Expansion Project. President Truttman declared the motion failed due to a lack of a second.

Motion by Chuck Phillipson to continue library project discussion, second by Tammy Newberry. After further discussion about parliamentary procedure, Chuck Phillipson and Tammy Newberry withdrew the motion and second, and discussion continued.

Trustee Phillipson indicated that while in favor of the library, he wants to know the financial impact to village property taxpayers if the village commitment is increased by \$500,000, and is concerned about increased growth on the levy limit, as he doesn't foresee active growth in the village.

Trustee Streiff wondered that with a future TID closing, how would that impact financials in the future?

Trustee Phillipson seeks the impact on property taxes for a typical home in the village, being responsible to the taxpayers, and would seek a vote after he has all information.

Trustee Kruse would like to know if an operational budget for the new building can be supported by the current budget? She indicated that the impact is always on the same group of people, that being property taxpayers, and there is no expansion in the village currently.

Citizen Gof Thomson called for a commitment to build with what money there is. Point of order made by President Truttman. President Truttman will have this resolution placed on the agenda for the next Village Board meeting in two weeks, and will have Administrator Dailey follow up on additional information requested by board members.

PRESIDENT'S REPORT: none

ADMINISTRATOR'S REPORT: none

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:25 p.m.

–Wendy Tschudy, Deputy Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
8/20/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Bekah Stauffacher (New Glarus Chamber), Public Works/Utility Director Joe Cockroft, Jon Cameron (Ehlers & Associates), Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 8/20/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comment.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Petra Streiff. Motion carried. (7-0)

APPROVAL OF MINUTES OF 8/6/19 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, and health insurance; e-check for life insurance and Journal Entries for municipal utilities totaling \$45,719.14; Checks 37618 to 37688 totaling \$541,309.22; payroll vouchers 14061 to 14111 totaling \$40,797.19.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Kristi Marti, Alyssa Cramer, Kathleen Baebler, Brandi Schroeder, Renee Wiesenber, Amanda Babler, Shelby Dewey, Timothy Love, Julia LaBonte, Kendra Klassy, Kim Bigler.

APPROVAL: SPECIAL EVENT PERMIT FOR OKTOBERFEST ON 9/26-30/19: Removal of the allowance of open intoxicants in Village Park, as recommended by Parks Committee and the addendum of the Police Department have been added to the final permit.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR OKTOBERFEST 9/26-29/19: To New Glarus Chamber of Commerce.

APPROVAL: STREET USE PERMIT FOR NEW GLARUS SCHOOL DISTRICT FOR HOMECOMING PARADE ON 9/27/19: The parade route has been adjusted and will not interfere with the Oktoberfest activities.

APPROVAL: STREET USE PERMIT FOR GLENDA K. SCOTT RUN ON 9/28/19:

APPROVAL: RESOLUTION 19-30 EXEMPTING THE VILLAGE FROM GREEN COUNTY LIBRARY TAX:

UPDATE: MONTHLY POLICE REPORT: The July report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for July was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for July for review.

DISCUSSION/CONSIDERATION: STREET USE PERMIT FOR WILHELM TELL LANTERN PARADE ON AUGUST 30, 2019: Due to the late receipt of this application, it is coming directly to the Village Board for consideration. The parade will begin at the intersection of 3rd Avenue and 2nd Street. The parade will proceed on 2nd Street to 5th Avenue and continue on 5th Avenue to Railroad Street. The parade will turn on Railroad Street towards 3rd Avenue, turn onto 3rd Avenue and complete the route at the intersection of 2nd Street and 3rd Avenue. The parade will last between 20 and 30 minutes. The permit has not yet received approvals from the various departments and staff recommends approval be contingent on satisfactory review by all departments.

Trustee Phillipson expressed his concerns over the lateness of permit applications and questioned the possibility of notifying all past permit holders for events of the necessary timeline and possibility of charging a late fee. The Board requested a discussion on late fees be added to a future meeting agenda.

Motion by Petra Streiff, second by Tammy Newberry to approve the Street Use Permit to Wilhelm Tell Guild for the Lantern Parade on August 30, 2019 contingent on satisfactory review by all departments. Motion carried. (7-0)

PRESENTATION: NEW GLARUS UTILITIES CASH FLOW ANALYSIS REPORT BY EHLERS: Jon Cameron with Ehlers presented his report to the Village Board. [A copy of his presentation is kept with the minutes.] The report, Light & Water Utility Long Range Cash Flow Analysis, provided an overview of the current fiscal position for the utilities and outlined options for future capital improvements, namely, Phase 1 and Phase 2 of the electric upgrade and new substation. Mr. Cameron noted the estimated \$3.1 million cost could be borrowed for in two (2) separate borrowings to meet the project timeline. One borrowing in 2019-2020 and the second in 2021. He indicated estimated rate cases for the electric utility of 6.6% in 2021 and 5.1% in 2022 to accommodate the debt service, operating expenses and reserve balance. A target reserve balance would be six (6) months operating expenses, including depreciation, and 100% of the annual debt payment. Mr. Cameron commented that the current bond market is very

favorable for borrowing and the utility's current debt schedule is fits with the future scheduled borrowings.

The presentation tonight was for informational purposes and Ehler's will need further direction from the Village Board to proceed with a borrowing. Mr. Cameron will provide a Reimbursement Resolution for the Village Board to consider at their next meeting. Said Resolution will make it possible for the Utility to reimburse themselves any out-of-pocket project costs incurred prior to the borrowing being completed, but does not commit the Village to a borrowing.

DISCUSSION/CONSIDERATION: AWARD OF CONTRACT FOR PURCHASE OF EQUIPMENT FOR PHASE 1 UTILITY IMPROVEMENTS: Forster Engineering has provided a letter of recommendation to proceed with Phase 1 of the electrical system improvements at an estimated materials cost of \$204,853. Phase 1 will convert portions of the Utility's 4,160-volt system to 12,370-volt system. Trustee Bell asked what the upgrade means for the Village's Utility and how it will improve service to the customers. The Board briefly discussed with the Administrator and Public Works/Utility Director how the improvements will provide a more efficient electric grid and shared backup systems for the distribution system. Administrator Daily noted that he would expect the first expenses to be incurred at the end of January, 2020 with the borrowing anticipated to be available at that time.

Motion by Peggy Kruse, second by Petra Streiff to approve Phase 1 of the electrical system improvements as outlined in the August 12, 2019 letter of Forster Electrical Engineering. Motion carried. (7-0)

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: APPOINTMENT OF TAMMY NEWBERRY TO FIRE DISTRICT BOARD: Upon recommendation of President Truttman, motion by Chuck Phillipson, second by Mike Ganshert to approve the appointment of Tammy Newberry as the Village Board representative to the Fire District Board. Said appointment is for a three-year term to expire in April, 2022. Motion carried (7-0).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:16 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
8/6/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Peggy Kruse, Tammy Newberry and Mike Ganshert. ABSENT: Petra Streiff. ALSO PRESENT: Michael Bell, Don and Melissa Berg, Kevin and Mary Funseth, Public Works Director Joe Cockroft, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Peggy Kruse to approve the 8/6/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSIDERATION/DISCUSSION: POTENTIAL APPOINTMENT AND SWEARING IN OF MICHAEL BELL TO THE VACANT VILLAGE BOARD SEAT EXPIRING IN APRIL 2020: Michael Bell has expressed an interest in filling the vacant term left at the April, 2019 election which will expire in April, 2021. Motion by Mike Ganshert, second by Chuck Phillipson to appoint Michael Bell to the vacant term expiring April, 2021. Motion carried. (5-0).

Michael Bell was given the Oath of Office by Clerk Erb and participated in the remainder of the meeting.

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

APPROVAL OF MINUTES OF 7/16/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expenses and credit card totaling \$40,079.09; payroll vouchers 14008 to 14060 totaling \$41,027.00; Checks 37557 to 37617 totaling \$326,811.61

PUBLIC WORKS/PUBLIC SAFETY:

CONSIDERATION/DISCUSSION: JOURNEYMAN LINEMAN AND FOREMAN WAGE RATES:

Administrator Daily reported that due to a resignation, there is a vacancy at the Journeyman Lineman position. The last two apprentices have found employment elsewhere shortly after receiving their journeyman card. For this reason, staff recommends recruiting for a full journeyman lineman to fill the position. Administrator Daily provided a memo in the agenda packet containing his research of wages of lineman at municipal utilities and consultation with WPPI and noted New Glarus Utilities is not currently offering a competitive wage. Staff is recommending approval to authorize staff to advertise the journeyman lineman position at a wage of \$35 per hour. Staff also recommends approving Resolution 19-29 adjusting the Line Foreman position to a wage of \$36 per hour to maintain internal equity.

The Board discussed the issues resulting in having only one qualified lineman on staff and the importance of finding a fully qualified lineman to fill the vacancy as soon as possible. Administrator Daily noted the advertisement could read the position would be open until filled to expedite the hiring should a qualified applicant apply early. They also discussed the wage rates and retaining employees.

Motion by Mike Ganshert, second by Chuck Phillipson to increase the starting journeyman wage to \$36 per hour and advertise as such. Motion carried (6-0)

Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution 19-29, amending the hourly wage amount to \$37 per hour. Motion carried. (6-0)

COMMUNITY DEVELOPMENT AUTHORITY:

CONSIDERATION/DISCUSSION: FAÇADE IMPROVEMENT GRANT APPLICATION – DON BERG:

Don Berg submitted an application for a Façade Improvement Grant for the replacement of windows at 130 5th Avenue. The windows will more closely resemble the original façade of the building. He has received a certificate of appropriateness from the historical preservation committee. The Community Development Authority is recommending approval of the application in the amount of \$4,944 (the current balance in the fund), from the Façade Improvement Grant funds.

Motion by Tammy Newberry to approve funding the grant to Don Berg in the amount of \$4,944, second by Mike Ganshert. Motion carried. (6-0)

CONSIDERATION/DISCUSSION: TRANSFER OF \$20,000 FROM TID 3 TO TID 4 TO FUND THE FAÇADE IMPROVEMENT GRANT PROGRAM: With the approval of the application for 130 5th Avenue, the balance of the Façade Improvement Grant program will be zero. In 2017, the Joint Review Board set up TID #3 as a "Donor TID" whereby excess funds from TID #3 can be transferred to TID #4 upon Village Board authorization. TID #3 has a current balance of \$600,000. The CDA recommended approving the transfer of \$20,000 to fund the Façade Improvement Grant to allow for additional grant applications within TID #4 territory.

Tammy Newberry moved to approve the transfer of \$20,000 from TID #3 to TID #4 for transfer to the Façade Improvement Grant, second by Chuck Phillipson. Motion carried. (6-0)

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: COMMITTEE APPOINTMENTS:

President Truttman reported he would like to appoint Tammy Newberry to the Parks & Recreation Committee and Michael Bell to the Public Works/Public Safety Committee. Motion by Mike Ganshert, second by Chuck Phillipson to appoint Tammy Newberry to the Parks & Recreation Committee and Michael Bell to the Public Works/Public Safety Committee. Motion carried. (6-0)

ADMINISTRATOR'S REPORT:

JOINT SCHOOL BOARD, TOWN BOARD AND VILLAGE BOARD MEETING: AUGUST 19TH 6 P.M. TO 7 P.M.: Administrator Daily reported the next School/Town and Village Board meeting has been scheduled. The meeting will take place in the High School Library.

Trustee Phillipson asked about the 2019 budget process and placing items on Committee agendas for discussion. Administrator Daily provided options.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:45 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
7/16/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse and Mike Ganshert. ALSO PRESENT: Tammy Newberry, Michael Bell, Dave Maccoux (CLAconnect, LLC), Kevin Budsberg, Linda Hiland, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 6/18/19 agenda. Motion carried. (5-0)

CONSIDERATION/DISCUSSION: POTENTIAL APPOINTMENT AND SWEARING IN OF TAMMY NEWBERRY TO THE VACANT VILLAGE BOARD SEAT EXPIRING IN APRIL 2020: Tammy Newberry has expressed an interest in filling the vacant term left by Shawn Dow which will expire in

April, 2020. Motion by Mike Ganshert, second by Petra Streiff to appoint Tammy Newberry to the vacant term expiring April, 2020. Motion carried. (5-0).

Tammy Newberry was given the Oath of Office by Clerk Erb and participated in the remainder of the meeting.

CONSIDERATION/DISCUSSION: APPLICATION OF MICHAEL BELL TO THE VACANT VILLAGE BOARD SEAT EXPIRING IN APRIL 2021: Michael Bell has submitted a letter of interest in filling the term that was not filled as part of the April, 2019 Election. Said term expires April, 2021.

Trustee Phillipson noted he had requested the agenda amendment to allow discussion on the application at this meeting with possible appointment at the next meeting in order to follow the recently modified ordinance and allow for the same procedure as provided to Tammy Newberry. He further noted he has no objection to Mike's appointment. Mike was asked about his interest in serving the Village Board and he noted he enjoyed researching the room tax issue earlier in the year and would like to continue with other issues before the Village Board. He further noted his desire to provide an honest, unbiased opinion, commenting that he understood he would have a conflict of interest on the room tax issue should it come back before the Board and he would not vote on that issue.

Consideration/discussion of Mr. Bell's appointment will be placed on the August 6, 2019 agenda.

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Kevin Budsberg commented that the construction crew for the Third Avenue street project is doing a good job.

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

APPROVAL OF MINUTES OF 6/18/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expense and health insurance; e-check for life insurance and Journal Entries for municipal utilities and checks 37468-37469 totaling \$87,691.57; Checks 37470 to 37507 totaling \$170,640.98 (7/3/19 claims); Checks 37508 to 37556 totaling \$40,810.09; payroll vouchers 13858 to 13907 totaling \$34,091.24 and payroll vouchers 13908 to 13957 totaling \$37,998.70.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Tiffany French; Jonathan Cruse; Danielle Dockery; Collin Kruse; Tami Reeson; Levin Reeson; Denise Anton-Wright; Shane Smith; Tonya Bentley

APPROVAL: SPECIAL EVENT PERMIT FOR ART IN THE PARK EVENT ON 9/1/19: New Glarus Vision/Wilhelm Tell Festival is requesting a special event permit for Art in the Park. Alcoholic beverages will not be sold at the event but open intoxicants would be allowed in plastic cups in Village Park and on 3rd and 4th Avenues between Railroad Street and 2nd Street. An emergency operations plan and required insurance are on file with the Village Clerk's Office.

APPROVAL: SPECIAL EVENT PERMIT FOR NEW GLARUS FIRE FEST ON 8/3/19: The New Glarus Fire Department is requesting a special event permit for Fire Fest. The event includes the exclusive use of Glarner Park, including the ballfield. Street closures

and parking restrictions are included in the draft permit attached to the agenda. An EOP and insurance are on file with the Village Clerk's Office.

APPROVAL: SPECIAL EVENT PERMIT FOR ALPHORNMAN TRIATHLON 8/4/19: The Alphornman Triathlon is requesting a special event permit for August 4, 2019. The permit includes the use of Village Park, including the shelter and the pool. Between the hours of 6 AM and 2 PM on 8/4, 2nd street would be closed between 2nd Avenue and 4th Avenue. 3rd Avenue would be closed between Railroad Street and 2nd Street. No Parking will be allowed on 2nd Avenue from 2nd Street to 3rd Street. An EOP is on file with the Village Clerk's Office. As a sponsor of this event, the Village's insurance provides coverage.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR NEW GLARUS FIRE FEST 8/3/19: To New Glarus Fire Department.

APPROVAL: PARK USE PERMIT FOR VILLAGE PARK – MUSIC IN THE PARK ON 8/11/19: New Glarus Vision/Music in the Park is requesting exclusive use of Village Park for a Ukulele concert on August 11 from 5:00 PM to 8:00 PM. They have requested the Park Shelter and the surrounding area. They expect approximately 100 people to attend. The Village has received the proper insurance forms.

UPDATE: MONTHLY POLICE REPORT: The June report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for June was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for June for review.

DISCUSSION/CONSIDERATION: SPECIAL EVENT PERMIT FOR FAMILY FEST ON 9/5-8/19: Grace Church of New Glarus is requesting a special event permit for Family Fest. The event will run from September 5th through September 8th. The event includes the use of Village Park, including the shelter and installation of tents. The sponsor will utilize the Village Hall community room on Saturday 9/7 and Sunday 9/8. The street closures and parking restrictions are included in the draft permit attached to the agenda. An EOP and insurance is on file with the Village Clerk's office. Public Works/Public Safety and Parks Committees have recommended approval.

Administrator Daily noted the applicant had mentioned a possible change at the Public Works/Public Safety meeting, but has not to date come forward with any revision. Trustee Phillipson expressed his concerns over the use of Village Hall in conjunction with this event and noted the addition of "Village Hall shall remain open to the public" on the permit as drafted. The Board discussed concerns over the Village Hall being open during the event as well as concerns over the applicant preventing access to Village Hall for those with keys to the facility. The Board asked about the possibility of using the Church rather than Village Hall if there is a need for a secured facility.

Motion by Chuck Phillipson, second by Mike Ganshert to approve the Special Event Permit to Grace Church for Family Fest on 9/5-8/19, removing "the building (Village Hall) shall be open to the public on both Saturday 9/7/19 and Sunday 9/8/19". Motion carried (6-0).

FINANCE/PERSONNEL:

PRESENTATION: 2018 AUDIT REPORT: Dave Maccoux with CLAconnect, LLC (formerly Schenk SC) was in attendance to present the 2018 audit report to the Board members. He provided an overview of the Annual Financial Report and Management Communications for 2018 with the Village Board, noting the audit went well and the Village is in a strong financial position.

He briefly discussed utility rate case options and timing in connection with future projects for the electric and wastewater treatment utilities. Staff briefly reviewed with the Board and Auditor the need for separating the cash portion of the water and electric utilities moving forward and the Auditor will proceed with calculating that.

ADMINISTRATOR'S REPORT:

UPDATE: DOT RESPONSE TO WESTSIDE LIBRARY SITE REQUESTS: Administrator Daily reported the DOT indicated they would not decrease the speed limit in the area. It is currently 35 MPH. The DOT indicated they do permit pedestrian crossing infrastructure at the expense of the Village. To obtain a permit, there must be ADA compliant sidewalk infrastructure at both points of crossing. There are currently no sidewalks on Durst Road or the North side of Highway 39/6th Avenue making the area ineligible for obtaining a permit. The Board discussed sidewalk options in the area. Library Board President Linda Hiland noted there is sidewalk being included in the design for the new library. It was noted that with the crossing over STH 39, DOT will need to be involved as well. The Board suggested the item be placed on the next Public Works/Public Safety Committee meeting for further discussion.

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: APPOINTMENT OF BETH BLAHUT TO THE LIBRARY BOARD: President Truttmann reported that Beth Blahut is interested in filling the term of Bob Bergum whose term was up in April, 2019. Mr. Bergum agreed to continue until a replacement was found. Motion by Tammy Newberry, second by Petra Streiff to approve the appointment of Beth Blahut to the Library Board for a three-year term to expire in April, 2022. Motion carried (6-0).

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 8:25 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
6/18/19

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Chuck Phillipson, Petra Streiff and Mike Ganshert. ABSENT: Peggy Kruse. ALSO PRESENT: Tammy Newberry, Public Works Director Joe Cockcroft, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: The Village Board will convene into Closed Session called under State Stat. 19.85(1)(F) [Considering Application for Trustee Vacancy].

AGENDA: Motion by Mike Ganshert, second by Chuck Phillipson to approve the 6/18/19 agenda. Motion carried. (4-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Mike Ganshert. Motion carried. (4-0)

APPROVAL OF MINUTES OF 6/4/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expense and health insurance; e-check for life insurance and Journal Entries for municipal utilities and check 37411 totaling \$67,708.30; Checks 37412 to 37467 totaling \$109,016.51; payroll vouchers 13824 to 13857 totaling \$30,850.32.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Lucas Foley; Katie Huffman; Tracey Van De Woestyne; Joni Keehn; Justina Peters; Patricia Best; Jolene Butenhoff; Donna Lynn Borth; Sandra Berg; Sundeep Singh, Sumit Chohan; Gregory Kleeman; Justin Filter; Michael A. Nevil; Theodore T. Williams; John B. Miller; Alexandra Kramer; Brianne Connors; Brooke Breezer; Lauren Burkey; Mark Ryan; James Shumway; Peter Ott; Roseann Ott; Beverly Hoesly; David Lendl; Ginger Blum; McAllister Reynolds; Harmony Brooks; Jennifer Hibbard; Erin Olmstead; Cortney Hermanson; Bethany Bartow

APPROVAL: LIQUOR LICENSE RENEWALS (INCLUDING ADDENDUMS) TO EXPIRE 6/30/20:

Class A Liquor: Sheri Weix d/b/a The Bramble Patch; Shake & Shum, Inc d/b/a Maple Leaf Cheese & Chocolate Haus (Mark Ryan, Agent)

Class A Liquor/Beer: New Glarus Mobil Mart LLC (Suchinder Singh, Agent); Glarner Bier Haus LLC (Eric Gobeli, Agent); Burreson's Market Inc. (Darin Burreson, Agent)

Class A Beer: Blanchardville Co-op Oil Association, Inc. (Jason Cullen, Agent)

Class B Liquor/Beer: Ott Haus Pub & Grill, LLC (Rebecca Pytak, Agent); Kleeman's Bar & Grill, LLC (Greg Kleeman, Agent); Puempels Olde Tavern, Inc (Charles F. Bigler, Agent); Kristi's Restaurant, LLC (Kristi K. Lopez, Agent); Whiskey Bent, LLC (Sean Foley, Agent).

Class B Beer: Swiss Aire Motel LLC (Eric Gobeli, Agent)

Class B Beer/C Wine: Sugar River Pizza Co, LLC (Debrah Dippen Watterson, Agent); Fat Cat Coffee Works LLC (John B. Miller, Agent)

APPROVAL: EXTENSION OF LICENSED PREMISE: to Kleeman's Bar & Grill to extend into parking area on July 14 (rain date July 21)

APPROVAL: CIGARETTE LICENSES TO EXPIRE 6/30/20: New Glarus Mobil Mart LLC; Ott Haus Pub & Grill; Kleeman's Bar & Grill; Glarner Beer Haus LLC

APPROVAL: MISC. LICENSE TO EXPIRE 6/30/20: Pool Table Licenses to Kleeman's Bar & Grill.

UPDATE: MONTHLY POLICE REPORT: The May report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for May was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for May for review.

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: BOARD OF REVIEW 2019 CORRECTION OF ERRORS - TP 231610625.015 – REFUND OF TAX ON \$13,800 REAL ESTATE VALUE: Based on questions at the 6/4/19 Village Board meeting, Staff has contacted the Assessor for additional information on how this mistake was made. The Assessor has provided an email in explanation. The refund to the property owner is the \$355.33.

Trustee Phillipson commented the Board may want to consider this issue as they move forward toward renewal of the Assessor's contract at year-end. He further requested the Administrator obtain a written response to the Village's request for the Assessor to cover this cost.

Motion by Chuck Phillipson, second by Petra Streiff to approve the issuance of the tax refund of \$355.33 on TP 231610625.015. Motion carried. (4-0)

DISCUSSION/CONSIDERATION: SELECTION OF A FIRM TO DEVELOP A COMPENSATION AND CLASSIFICATION PLAN: Staff contacted three (3) firms for a proposal to complete a compensation and classification plan for the Village: Baker Tilly, Carlson Dettman, and GovHR. Baker Tilly and Carlson Dettman each submitted a proposal. GovHR did not. Each of the proposals are attached. Baker Tilly's proposal has a cost of \$13,150 plus expenses. Carlson Dettmann's proposal has a cost of \$10,000 plus expenses. Staff is recommending using Baker Tilly due to the comprehensiveness of their proposal. Funding for this project is anticipated to come from undesignated general fund surplus.

Motion by Petra Streiff to approve the Baker Tilly proposal recommended by staff for the compensation and classification plan with funding of the study to come from undesignated general fund surplus, second by Mike Ganshert. Motion carried. (4-0)

DISCUSSION/CONSIDERATION: ADOPT HRA PLAN (NORTH SHORE BANK): Staff has been working with North Shore Bank, Village employees and the Finance/Personnel Committee over the past six (6) or so months to determine interest in participating in a HRA Plan offered by North Shore Bank to be utilized for the pay-out of sick leave for employees leaving service after ten (10) and twenty (20) years of service. This plan would allow employees to have those proceeds placed in a plan to be used specifically for medical expenses, which makes the contribution and subsequent use of those funds tax exempt. This will also save the Village from paying its portion of the FICA tax normally due on the pay-out of sick leave. Because this program requires one hundred (100%) percent employee participation, staff has conducted a survey and held a meeting with North Shore Bank to determine interest. The majority of the employees are in favor of the Village participating in this program.

There are a few steps to accomplish the approval of the program and those include:

1. RESOLUTION 19-24: Adopting Resolution 19-24 making the necessary changes to the Employee Handbook requiring the pay-out of sick leave to those employees eligible to receive a pay-out be done directly to North Shore Bank in the name of the employee. The contract/account then becomes the employee's and is managed by North Shore

Bank, alleviating the Village of any further administrative duties. Motion by Petra Streiff, second by Mike Ganshert to approve Resolution 19-24, revising the Village Personnel Handbook to allow for the payment of sick leave on retirement to an HRA. Motion carried. (4-0)

2. RESOLUTION 19-25: Adopting Resolution 19-25 that sets up a deferred compensation program that employees could choose to participate in through North Shore Bank. This is an optional program for employees. Motion by Mike Ganshert, second by Petra Streiff to approve Resolution 19-25. Motion carried. (4-0)
3. RESOLUTION 19-27: Adopting Resolution 19-27 is the actual approval to create the plan with North Shore Bank and authorizes Village staff and officials to complete the necessary paperwork. Motion by Petra Streiff, second by Mike Ganshert to approve Resolution 19-27. Motion carried. (4-0)

PARKS AND RECREATION COMMITTEE

DISCUSSION/CONSIDERATION: RESOLUTION 19-28 APPROVING THE VILLAGE OF NEW GLARUS COMPREHENSIVE OUTDOOR RECREATION PLAN: Administrator Daily reported that Village Planner Mark Roffers has completed his review of the CORP. This document will make the Village eligible for state and federal cost-sharing opportunities to improve recreational facilities in the Village. The Parks and Recreation Committee reviewed the document and is recommending approval. The plan will still require DNR approval. Motion by Petra Streiff, second by Mike Ganshert to approve Resolution 19-28/Approving the Village of New Glarus Comprehensive Outdoor Recreation Plan. Motion carried. (4-0).

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: SPECIAL EVENT PERMIT APPLICATION FOR BLOCK PARTY ON 7TH AVENUE BETWEEN 2ND AND 3RD STREET ON JUNE 22, 2019: Administrator Daily indicated this application has been reviewed by the necessary departments and is recommending approval contingent on receipt of necessary insurance documentation. The applicant has requested approval prior to purchasing the insurance for the event. The Board discussed the application at length, noting their concerns over the timeliness of the application, the opportunity to notify area residents and provide for possible input from neighbors as well as the possible precedent for future events. They noted the block party could be held without the closure of the street if desired.

Motion by Mike Ganshert, second by Chuck Phillipson to deny the Special Event Permit Application for the Block Party. Motion carried (4-0).

DISCUSSION/CONSIDERATION: AUTHORIZATION TO BID FOR MAJOR EQUIPMENT PURCHASE FOR PHASE 1 OF NEW GLARUS UTILITIES ELECTRICAL SYSTEM IMPROVEMENTS

Administrator Daily reported that Phase 1 of the electrical system improvements (outside of the substation work) includes converting the system east of Highway 69 from 4,160 volts to 12,470 volts to increase the system's capacity. Additionally, the improvements will improve the reliability and redundancy of the system by replacing one Alliant transformer with 3 new transformers to serve the system. The estimated cost is \$259,000. After receiving the bids, the Village Board will have the opportunity to review the pricing and enter into a purchase agreement for the equipment as well as determine appropriate funding. Installation would not occur until 2020. Administrator Daily noted completion of this work would also result in eliminating a cost currently being charged to the utility by Alliant. Trustee Phillipson asked about existing funds of the utility and ability to pay for portions of the project. Administrator Daily noted a review of funding will occur with the Auditors and Utility Manager.

Motion by Chuck Phillipson, second by Petra Streiff to authorize bid for major equipment purchased for Phase 1 of New Glarus Utilities. Motion carried. (4-0)

ADMINISTRATOR'S REPORT:

VILLAGE EMAIL ADDRESSED FOR TRUSTEES: Administrator Daily informed the Trustees they will now have access to email addresses identical to those utilized by Village Staff. These email addresses are included in the archiving system to comply with the State Open Records requirements. Future Village business conducted via email should be done through the new email address.

UPDATE: WASTEWATER TREATMENT PLANT CLARIFIER 1 REPAIR: Work has begun on determining the issue with the malfunctioning equipment at the WWTP. Once the necessary parts are identified and ordered, the contractor anticipates 4-6 weeks to receive the parts. Additional time will be necessary to complete the repair and reinstall the equipment. The plant continues to operate at full capacity.

Administrator Daily informed the Board he would be attending a conference for the remainder of the week and would be available via email.

PRESIDENT'S REPORT:

CONSIDERATION: APPOINTMENT OF COMMITTEE/COMMISSIONS: President Truttman referred to the list of committee/commission appointments that are ready for Board confirmation. He noted not all committees are completely staff and he is continuing to work to complete those. Bob Bergum has agreed to remain on the Library Board until a replacement can be found. Motion by Petra Streiff to approve appointments as listed, adding Bob Bergum to the vacancy noted in the Library Board, second by Mike Ganshert. Motion carried. (4-0).

POSSIBLE CLOSED SESSION: Trustee Phillipson asked if it was necessary to go into closed session and Administrator Daily noted that would be a call of the Village Board. Consensus of the Board was to remain in open session for a brief discussion with Tammy Newberry regarding her interest in serving as Village Trustee. Ms. Newberry indicated she would be interested in the remaining portion of the one-year term left by the resignation of Shaun Dow. The Board requested Administrator Daily to place the appointment of Village Trustee on the next agenda.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:18 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
6/4/19

PUBLIC HEARING: Resolution 19-13 for the Abandonment of Street Right of Way of 4th Street at 4th Avenue and running north 132' along the east line of OL 45 of the Assessor's Plat of the Village of New Glarus: President Truttman called the public hearing to order at 7:00 p.m.

PRESENT: Roger Truttman, Peggy Kruse, Mike Ganshert, Petra Streiff and Chuck Phillipson.
ALSO PRESENT: Bob Talarczyk, Rebecca Pytak, Forrester Paul Jennrich, Public Works Director Joe Cockroft, Administrator Drake Daily and Clerk-Treasurer Lynne Erb.

No public comment at the public hearing.

Motion by Petra Streiff, second by Mike Ganshert to close the public hearing at 7:01 p.m.
Motion carried. (5-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:01 p.m. PRESENT: All those present at the public hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Chuck Phillipson, second by Mike Ganshert to approve the 6/4/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Mike Ganshert. Motion carried. (5-0)

Approval of minutes of 5/21/19 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: ACH for payroll expenses totaling \$24,908.93; Checks 37367 to 37410 totaling \$44,721.03 and payroll vouchers 13799 to 13823 totaling \$30,254.03.

DISCUSSION/CONSIDERATION: RESOLUTION 19-13 FOR ABANDONMENT OF STREET RIGHT OF WAY OF 4TH STREET: Administrator Daily is recommending approval contingent on completion of the CSM for legal description and recording of any required easements. Motion by Mike Ganshert, second by Petra Streiff to approve Resolution 19-13 for Abandonment of Street Right of Way of 4th Street. Motion carried (4-0-1) with Trustee Phillipson abstaining.

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: BOARD OF REVIEW 2019 CORRECTION OF ERRORS - TP 231610625.015 – REFUND OF TAX ON \$13,800 REAL ESTATE VALUE: Clerk Erb reported on a Correction of Errors disclosed by the Assessor after the Board of Review meeting. A refund of approximately \$355.33 is due the property owner. Normally there is a chargeback procedure we could use to have the overlying jurisdictions pay back their portions of the tax (\$234.58), however, statutes do not allow this procedure when the total refund is less than \$500.00. Staff recommends approval in order to complete the necessary correction.

Trustee Phillipson questioned how a material error like this could be made and whether the Assessor should be responsible for amount of tax the Village is required refund. The Board discussed requesting additional information from the Assessors as to how the error occurred. Motion by Chuck Phillipson, second by Mike Ganshert to table to obtain additional information on the Correction of Errors on TP 231610625.015. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: BOARD OF REVIEW 2019 OMITTED PROPERTY – TP 232316120196001 – ADDITIONAL TAX BILL FROM 2018 FOR \$800 PERSONAL PROPERTY VALUE: The Assessor's also informed the Village of an omitted personal property value from 2018 after the Board of Review meeting on May 13th. In this case, Mobile Mini, Inc. was not billed personal property tax on assessed value of \$800 during 2018. The tax will be receivable with the same due dates as 2019 taxes. The total amount due is \$20.60. Motion by Petra Streiff, second by

Mike Ganshert to approve this omitted property as listed and assess the additional tax bill for 2018 for the \$800 in personal property tax value. Motion carried. (5-0).

PUBLIC WORKS/PUBLIC SAFETY:

CONSIDERATION/DISCUSSION: VARIANCE REQUEST FOR DRIVEWAY WIDTH PER

CHAPTER 139 – DRIVEWAYS: Administrator Daily reported that Mr. Talarczyk, the new home at 517 2nd Avenue is requesting a drive width of 32.5 ft. Chapter 139 – Driveways of the Village Code requires drives to be 30 ft wide at the curb with a variance request option. Public Works Director Joe Cockroft received a request for a variance from Mr. Talarczyk. After reviewing the site, building and location of the driveway, Director Cockroft is recommending approval of the variance. Trustee Ganshert suggested a review and possible update to the current driveway ordinance.

Motion by Mike Ganshert, second by Chuck Phillipson to approve the variance for width of drive to 32.5 feet at 517 2nd Avenue to Mr. Talarczyk. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: AUTHORIZING ADDITIONAL FUNDS FOR TREE

REMOVAL AND PRUNING: Administrator Daily reported that Village Forester Paul Jennrich has identified six (6) trees that he considers safety concerns needing significant pruning or removal. The Village has met its current allotment for tree pruning and removal for 2019. Any additional expenditures would require use of undesignated general fund balance.

Trustee Phillipson noted he has been contacted by Village residents regarding dangerous trees and asked the Village Forester if this proposal addresses those. Forester Jennrich noted that this list covers the most urgent need, however, additional pruning and removal will need to continue to be budgeted to address other trees. The Board discussed use of Village staff to assist with some of the removals when possible. Trustee Phillipson also requested staff to research liability issues related to the trees.

Motion by Petra Streiff, second by Peggy Kruse to authorize additional funds for the tree pruning/removal as outlined by the Forester. Motion carried. (5-0)

APPROVAL: RESOLUTION 19-26 CMAR REPORT: The Village is annually required to submit a Compliance and Maintenance Annual Report (CMAR) to the WI Department of Natural Resources for its Wastewater Treatment Facility. The Village received a score of 4.0 out of 4.0 for 2018. Staff recommends acceptance of the CMAR Report and approval of Resolution 19-26. Trustee Ganshert commented the report and work at the treatment plant is very commendable and that Operator Brace is doing a good job. Motion by Mike Ganshert, second by Petra Streiff to approve Resolution 19-26/2018 CMAR Report. Motion carried. (5-0)

COMMUNITY DEVELOPMENT AUTHORITY:

DISCUSSION/CONSIDERATION: FAÇADE IMPROVEMENT GRANT APPLICATION FOR 406 2ND STREET (OTT HAUS) – RESOLUTION 19-23:

The Community Development Authority (CDA) met on Monday, June 3, 2019 to review this request. He noted that while the work was completed prior to approval, the CDA was unable to meet in May due to a lack of a quorum. He also commented that the applicant was unaware of the requirement for more than one (1) bid as the application occurred during the Administrator transition period. The CDA has discussed an update of the application packet to more clearly describe the requirements. Administrator Daily noted the CDA recommended the approval of the grant application and award of \$5,000.

Motion by Mike Ganshert, second by Petra Streiff to approve Resolution 19-23. Motion carried. (5-0)

PRESIDENT'S REPORT: President Truttmann deferred to Administrator Daily for an update on some emergency equipment repairs necessary at the WWTP. Administrator Daily indicated due to the emergency nature of the repairs, a formal bid will not be possible and staff is obtaining at least three (3) informal bids. They anticipate the total cost to run between \$25,000 and \$45,000. Funds for the costs are available through the WWTP Equipment Fund.

ADJOURN: Being no further business, President Truttmann adjourned the meeting at 7:52 p.m.

–Lynne R. Erb, Clerk-Treasurer
VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
5/21/19

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:01 p.m. PRESENT: Roger Truttmann, Chuck Phillipson, Peggy Kruse, Petra Streiff and Mike Ganshert. ALSO PRESENT: Linda Hiland, Chris Kiesz, Margie Irland, Library Director Holly Lague, Chief Burt Boldebuck, Lt. Jeff Sturdevant, Public Works Director Joe Cockroft, Corbin Judd, Tom Leuker and Bruce Beth (Forester Engineering), Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: The Village Board will convene into Closed Session called under State Stat. 19.85(1)(E) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive bargaining reasons require closed sessions [Discussion on Alliant Energy Substation project and related land purchase]

AGENDA: Motion by Mike Ganshert, second by Peggy Kruse to approve the 5/21/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Mike Ganshert. Motion carried. (5-0) Trustee Phillipson requested confirmation that the Village is recovering costs incurred by the Village as a result of the festivals. Clerk Erb indicated that the Village bills back the police hours and include language in the permit indicating work performed by Village staff outside normal working hours will be billed. The Board briefly discussed the permitting process, timelines and fees noting staff will be proposing some changes.

APPROVAL OF MINUTES OF 5/7/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expense and health insurance; e-check for life insurance and Journal Entries for municipal utilities totaling \$48,607.95; Checks 37313 to 37366 totaling \$68,991.89; payroll vouchers 13755 to 13798 totaling \$28,960.97.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2020: To William Doeseckle and Rebekah Staffacher.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2021: To Hannah Workman, Brooke Bidlingmaier, Barbara Froelich, Danial Cipri, Alexandra Lisser.

APPROVAL: LIQUOR LICENSE RENEWALS (INCLUDED ADDENDUMS) TO EXPIRE 6/30/20:

Class A Liquor: Brenda's Blumenladen, LLC; Brandi's Bridal Galleria, Etc. LLC

Class B Beer/Liquor: Steinbock, LLC (New Glarus Hotel and Chalet Landhaus); Glarner Enterprises, Inc. (Glarner Stube); Cow & Quince, LLC (Cow & Quince); Hungo, LLC; The Fest Haus

Class A Beer/Liquor: Casey's Marketing Company

Class B Beer: Rusty Raven, LLC; Edelweiss Cheese Shop

Class B Winery: Jorneys End LLC

APPROVAL: MISC. LICENSE TO EXPIRE 6/30/20: Pool Table Licenses to Hungo, LLC and New Glarus Fest Haus.

APPROVAL: CIGARETTE LICENSES TO EXPIRE 6/30/20: Casey's Marketing Company

APPROVAL: SPECIAL EVENT PERMIT FOR NEW GLARUS MUSIC FEST 5/24-5/26:

This is the annual application for Music Fest from 5/24-5/26. The permit includes the closure of 1st Street between 5th and 6th Avenues from May 24 at 6 a.m. through May 27 at 12 p.m. that includes the erecting of a two (2) tents using cement barriers. The permit also includes open intoxicants on Railroad Street from 3rd Avenue to 7th Avenue, 1st Street from 5th Avenue through Sixth Avenue, 2nd Street from 3rd Avenue to 6th Avenue, 5th Avenue from Railroad to 3rd Street, 6th Avenue from Railroad Street to 2nd Street and 3rd Avenue from Railroad Street to 2nd Street. Amplification devices will be used at the tents located on 1st Street between 5th Avenue and 6th Avenue on 5/24/19 from 5 p.m. to 11 p.m.; on 5/25/19 from 11 a.m. to midnight and 5/26/19 from 11 a.m. to 9 p.m. The application includes the Emergency Operation Plan and the appropriate insurance certificate is on file. Approval includes the special restrictions addendum of the New Glarus Police.

APPROVAL: SPECIAL EVENT PERMIT FOR NEW GLARUS CHAMBER

(POLKAFEST, BEER, BACON & CHEESE) ON JUNE 6-9, 2019: This is the annual application for Polkafest and Beer, Bacon & Cheese on June 6-9. The permit includes the closure of 1st Street between 5th Avenue and 6th Avenue from 6/6/19 at 7 a.m. through 6/9/19 at 2 p.m. including erecting a tent. In addition, 5th Avenue between Railroad Street and 2nd Street; and 2nd Street between 4th Avenue and 5th Avenue on 6/8/19 for Beer, Bacon & Cheese.

The permit allows for open intoxicants for Polkafest on Friday, 6/7/19 from 6 p.m. to 10 p.m. and Saturday, 6/8/19 from noon to 8 p.m. on 1st Street between 5th Avenue and 6th Avenue. In addition, on Saturday, 6/8/19 the area will be extended to include 5th Avenue between Railroad Street and 2nd Street and 2nd Street between 4th Avenue and 5th Avenue.

There will be amplification devices used under the festival tent on 1st Street on 6/7/19 from 6 p.m. to 10 p.m. and 6/8/19 from noon to 7 p.m. as well as on 2nd Street between 5th Avenue and 4th Avenue from 1 p.m. to 5 p.m.

The application includes the Emergency Operation Plan and the appropriate insurance certificate is on file. Approval includes the special restrictions addendum of the New Glarus Police.

APPROVAL: SPECIAL EVENTS PERMIT FOR NEW GLARUS CHAMBER (BLUES, BREWS & FOOD TRUCKS FOR 6/29/19*): This is the annual application for the Blues, Brews & Food Trucks event on 6/29/19. The permit includes the closure of 3rd Avenue between Railroad Street and 2nd Street as well as 4th Avenue between Railroad Street and 2nd Street from the evening on 6/28/19 through the early morning hours of 6/29/19. This includes the erecting of a tent on 4th Avenue near 2nd Street from 6/28/19 through 7/1/19. Dumpsters will be placed in the parking stalls on the northwest corner of the intersection of Railroad Street and 4th Avenue.

The event will include the use of Village Park and erecting of tents within Village Park. Open intoxicants will be allowed on 6/29/19 between 11 a.m. and 9 p.m. in Village Park and 2nd Street from 3rd Avenue to 5th Avenue, 5th Avenue to 1st Street, 1st Street to 6th Avenue, 6th Avenue to Puempel's Tavern as well as 3rd Avenue from Railroad Street to 2nd Street. Amplification will be allowed on 6/29/19 from 11 a.m. to 8 p.m.

The application includes the Emergency Operation Plan and the appropriate insurance certificate is on file. Approval includes the special restrictions addendum of the New Glarus Police.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR NEW GLARUS CHAMBER (POLKAFFEST, BEER, BACON & CHEESE) ON JUNE 6-9, 2019: The Application is for is for a temporary alcohol license for the sale of fermented malt beverages and wine for the Chamber during Polkafest and Beer Bacon and Cheese on June 6-9, 2019.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR NEW GLARUS CHAMBER (BLUES, BREWS & FOOD TRUCKS) FOR JUNE 29, 2019: The application is for a temporary alcohol license for fermented malt beverage for the Chamber during Blues, Brews & Food Trucks on June 29, 2019.

APPROVAL: TEMPORARY ALCOHOL LICENSE FOR NEW GLARUS VISION (MUSICFEST) FOR 5/24-26/2019: The application is for a temporary alcohol license for fermented malt beverages at New Glarus Vision for Music Fest on 5/24-5/26/2019.

APPROVAL: STREET USE PERMIT FOR AMERICAN LEGION FOR MEMORIAL DAY PARADE ON MAY 27, 2019: This is an annual application for the Memorial Day Parade submitted by the American Legion. The Parade will be held at 9 a.m. on Monday, May 27, 2019 and run from Village Hall south on 2nd Street, turn left on 5th Avenue, east to Railroad Street, turn right on Railroad Street south to 7th Avenue, turn right on 7th Avenue, proceed west to 1st Street, turn left on 1st, proceed south on 1st Street to 14th Avenue, turn right on 14th Avenue to 2nd Street, turn left on 2nd Street and end at the elementary school.

UPDATE: NATIONAL PARK SERVICE AWARD TO VILLAGE OF NEW GLARUS FOR CERTIFIED LOCAL GOVERNMENT AND PARTNER IN THE FEDERAL PRESERVATION PROGRAM SINCE 9/30/1997: In celebration of the 50th anniversary of the National Historic Preservation Act of 1966, the National Park Service has congratulated the Village of New Glarus on being a certified Local Government and partner in the federal preservation program since September 30, 1997.

UPDATE: MONTHLY POLICE REPORT: The April report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for April was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for April for review.

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: RESOLUTION R19-20/ BANK DEPOSITORY: This Resolution approves new Deputy Clerk-Treasurer, Wendy Tschudy as a signor on Village accounts. Motion by Chuck Phillipson, second by Petra Streiff to approve R19-20. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: RESOLUTION R19-21/ APPOINTMENT OF PUBLIC WORKS LABORER: Staff has come to an agreement with Jerry Parkinson to fill a laborer vacancy in the Public Works Department. The starting wage rate will be \$19.50/hour with a start date of May 22, 2019, if approved. Motion by Petra Streiff, second by Mike Ganshert to approve Resolution 19-21 appointing Jerry Parkinson as public works laborer. Motion carried. (5-0)

PARKS AND RECREATION COMMITTEE

APPROVAL OF THE GLARNER PARK IMPROVEMENT DESIGN: Administrator Daily reported that at their May 15th, 2019, Parks and Recreation Committee discussed the design of improvements to Glarner Park. The estimated cost of the original design of Fehr Graham was approximately \$665,000. The Committee removed the following from that plan:

- Dugout replacement (refurbished in 2018)
- Playground installation
- Concession stand restroom construction
- Lighting upgrades
- Dirt warning track
- Portions of grass infield (replaced with dirt)

The Committee also requested the addition of:

- Double stanchion pitching rubber for all pitching distances
- Additional concrete between dugouts and bleacher pads

These changes will reduce the estimated cost to approximately \$140,000. In addition the Committee recommends alternate bids include:

- Additional top dressing on infield
- Drainage tile and additional storm water improvements
- Utility readiness of future concession stand site

The project would be funded through a 10-yr note. Staff will continue discussions with the School District regarding a potential contribution to the project. The Committee and Staff recommend approval of the final design and authorization to bid the project.

Peggy Kruse asked what percentage the school uses the facilities vs. the village? Park members reported the school uses the facilities for their girls' softball program while the village uses them for summer recreation programs. Petra Streiff reported this proposal reflects significant savings over the original proposal due to the removal of the items listed above. She further indicated that tonight's action provides approval to bid the project and final approval for the work will come back to the Board at a later date. Administrator Daily noted the information included on the potential impact of a borrowing for this project to a \$175,000 property and a \$200,000 property.

Motion by Petra Streiff to approve the plan and authorize the bidding of the project, second by Chuck Phillipson. Motion carried. (5-0) Trustees Streiff and Phillipson thanked Parks Director Chris Rear for the great job in putting the project together and keeping costs low.

AD HOC FACILITIES COMMITTEE:

RECOMMENDATION/CONSIDERATION: AD HOC FACILITIES COMMITTEE'S

RECOMMENDATION REGARDING THE PUBLIC LIBRARY SITE AND IMPROVEMENTS TO VILLAGE HALL:

Administrator Daily report that the Ad Hoc Facilities Committee, at its May 9th, 2019 meeting, made its final recommendation regarding the siting of the Library and improvements to Village Hall. The committee reviewed the space needs analysis by Dimension IV. Dimension IV provided three (3) options, including 1) keeping all departments at the current Village Hall; 2) moving the library offsite and retaining Village administrator and police at the current Village Hall; and 3) keeping the library at the current Village Hall while moving Village administration and police elsewhere. Projected costs for each of the options exceed \$8 million. The Committee determined the Village lacked the debt capacity to complete any of the options. The Committee determined the construction of a new Library should be the priority and upgrades to Village Hall should be implemented over time. The committee recommended the following: Finalize the west side property as the future site of the New Glarus Public Library and remove all other sites from consideration; Develop a 5-year plan for improvements to Village Hall; Request the DOT reduce the speed limit near the proposed Library site and install pedestrian crossing infrastructure; Direct the Police Department to complete their renovation with budgeted funds.

Linda Hiland, speaking as a resident, user of the library and donor, thanked the Ad Hoc Facilities, adding she felt this is a good decision and with the hiring of a new director, time to provide the space necessary for the Library.

Motion by Chuck Phillipson, second by Mike Ganshert to accept the recommendation of the Ad Hoc Committee (Finalize the west side property as the future site of the New Glarus Public Library and remove all other sites from consideration; Develop a 5-year plan for improvements to Village Hall; Request the DOT reduce the speed limit near the proposed Library site and install pedestrian crossing infrastructure; Direct the Police Department to complete their renovation with budgeted funds). Motion carried. (5-0)

PUBLIC WORKS AND PUBLIC SAFETY COMMITTEE

APPROVAL: RESOLUTION 19-22 INFORMING THE DNR OF THE VILLAGE'S DECISION TO IMPLEMENT CAPITAL IMPROVEMENTS TO ITS TREATMENT PLANT TO MEET THE

STATE'S WATER QUALITY STANDARDS: Beginning in 2025, the Village's WWTP must meet new water quality standards per the State of Wisconsin. By June of 2019, the Village must inform the DNR of how it intends to meet those requirements. Capital Improvements to the plant are the most viable option for meeting the regulations since there was no interest from landowners for use of farmland. Staff recommends approving Resolution 19-22 informing the DNR of the Village's decision to implement capital improvements to its treatment plant to meet

the State's water quality standards. Motion by Mike Ganshert to accept Resolution 19-22, second by Chuck Phillipson. Motion carried. (5-0)

CONVENE INTO CLOSED SESSION: Motion by Petra Streiff, second by Chuck Phillipson to convene into closed session at 7:22 p.m. ROLL CALL: Mike Ganshert-yes; Peggy Kruse-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. (5-0)

RECONVENE INTO OPEN SESSION: Motion by Mike Ganshert, second by Petra Streiff to re-convene into open session at 7:57 p.m. ROLL CALL: Mike Ganshert-yes; Peggy Kruse-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. (5-0)
No action was taken on closed session item.

PRESIDENT'S REPORT:

CONSIDERATION: APPOINTMENT OF COMMITTEE/COMMISSIONS: President Truttman included the list of committee/commission appointments that are ready for Board confirmation, noting not all committees are completely staff and he is continuing to work to complete those. Trustee Phillipson asked about the need for the Design Review Advisory Committee. Staff will look into whether ordinance requires the Committee. Motion by Mike Ganshert to table appointments, second by Chuck Phillipson. Motion carried. (5-0).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:10 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
5/7/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Peggy Kruse, Mike Ganshert, Petra Streiff and Chuck Phillipson. ALSO PRESENT: Administrator Drake Daily, Deputy Clerk-Treasurer Wendy Tschudy and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse, second by Petra Streiff to approve the 5/7/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: President Truttman introduced new Deputy Clerk-Treasurer, Wendy Tschudy to the Village Board.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (5-0)

Approval of minutes of 4/16/19 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: ACH for payroll expenses and credit card payment totaling \$23,162.69; Checks 37262 to 37312 totaling \$110,138.43 and payroll vouchers 13749 to 13774 totaling \$37,730.79.

FINANCE/PERSONNEL:

CONSIDERATION: RESOLUTION 19-19 APPOINTMENT OF SUMMER EMPLOYEES:

Motion by Charles Phillipson, second by Mike Ganshert to approve Resolution 19-19 appointing employees for the 2019 summer season. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: ADOPTION OF 2020 BUDGET TIMELINE: This annual timeline is a guide for the 2020 budget process. Staff noted the police union contract will need to be renewed this year as well. Motion by Petra Streiff, second by Mike Ganshert to adopt the timeline. Motion carried (5-0)

DISCUSSION/CONSIDERATION: PUBLIC WORKS NEW HIRE WAGE RATE: Administrator Daily informed the Board that the most recently hired public works laborer submitted his resignation. Staff recommends authorizing an offer of \$19.50 per hour to \$20.50 per hour depending on qualifications to the next candidate from the last hiring. Formal approval of the appointment will occur at the May 21 Village Board meeting once an offer has been extended and accepted. The Board briefly discussed the preparation of a classification and compensation pay plan with Administrator Daily noting that he has been working with some firms for quotes in preparing such work.

Motion by Mike Ganshert, second by Charles Phillipson to authorize staff to offer a wage range of \$19.50 to \$20.50 for public works laborer. Motion carried. (5-0)

PRESIDENT'S REPORT:

ADMINISTRATOR/TRUSTEE ROLES: President Truttman noted that with a new Administrator the Village's Organizational Chart is a good reminder of the flow for issues coming before members of the Board and village staff, noting the importance of the Administrator being made aware of all issues.

STANDING COMMITTEE APPOINTMENTS: President Truttman noted he has the appointments for the standing committees (Finance/Personnel, Public Works/Public Safety, and Parks/Recreation) ready. Noting the two (2) remaining vacancies, he is recommending the appointments as follows:

Finance/Personnel: Roger Truttman (Chair), Petra Streiff, Peggy Kruse

Public Works/Public Safety: Peggy Kruse (Chair, Mike Ganshert

Parks/Recreation: Petra Streiff (Chair), Chuck Phillipson

The Board briefly discussed the two (2) remaining vacancies, noting no letters of interest have been received. Trustee Phillipson noted an article in the League magazine regarding majority vote and questioned with a two (2) member committee how split decisions would be handled. Administrator Daily indicated he would review Village ordinance and noted that generally the committee is making a recommendation to the Village Board, so if there was a split decision the issue could be brought to the Village Board with a split recommendation from the committee.

President Truttman requested Committee appointments be place on the May 21, 2019 Village Board agenda in order to complete the remaining appointments with input from the Trustees.

Motion by Petra Streiff, second by Peggy Kruse to approve the standing committee appointments as recommended by President Truttman. Motion carried. (5-0)

BOARD OF REVIEW TRAINING: Staff reminded the Board members of the upcoming Board of Review scheduled for Monday, May 13th at 5 p.m. Clerk Erb noted that Trustee Streiff has completed the training necessary to be certified for Board of Review and noted the materials are available if anyone else would like to complete the training prior to May 13th.

ADJOURN: Being no further business, President Truttman adjourned the meeting at 7:28 p.m.

–Lynne R. Erb, Clerk-Treasurer
VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
4/3/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Anthony Edge, Petra Streiff and Chuck Phillipson. ABSENT: Peggy Kruse and Barb Anderson. ALSO PRESENT: Mark Hawley, Public Works/Utility Director Joe Cockroft and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Petra Streiff, second by Anthony Edge to approve the 4/3/19 agenda. Motion carried. (4-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (4-0)

Approval of minutes of 3/19/19 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: ACH for payroll expenses and credit card payment totaling \$37,272.76; Checks 37171 to 37209 totaling \$27,606.72 and payroll vouchers 13686 to 13710 totaling \$27,196.27.

Approval of Resolution 19-15: This resolution is being presented at the direction of Employee Trust Funds (ETF) in order for the Village to continue participation in the Wisconsin Public Employers group health insurance program (WPE-GHIP). ETF recently created one reference source for the WPE-GHIP and by doing so now requires the Village to update the Resolution with ETF indicating the Board agrees to abide by the terms of the program set forth in the contract between the Group Insurance Board and participating health insurance providers.

PUBLIC WORKS/PUBLIC SAFETY:

CONSIDERATION: RESOLUTION 19-14 APPOINTMENT OF PUBLIC WORKS LABORER: Public Works Director, Joe Cockroft, is recommending the hiring of Kirk Trainor to the position of Public Works Laborer. He noted that Mr. Trainor had previously been employed in this capacity by the City of Verona for approximately 11-12 years and more recently worked as an over-the-road truck driver.

President Truttmann asked how the hourly wage was determined and expressed his concern over keeping the rate in line with current employees. Director Cockroft noted the wage was in consideration of the qualifications and experience of Mr. Trainor. Trustee Phillipson noted his concern over the additional wage increase following satisfactory completion of one (1) year and the potential inequity of separation in wages between employees going forward. He noted the necessity for the Village to establish a set pay rate schedule for positions. The Board further discussed the desire for a pay rate schedule moving forward. They further discussed changing the language in Resolution 19-14 regarding the potential increase following one (1) year of employment and satisfactory performance review.

Motion by Anthony Edge, second by Petra Streiff to approve Resolution 19-14 amending the last sentence to read: "The hourly rate of pay may be adjusted after one (1) year of employment and upon satisfactory review of work performance. Motion carried. (4-0)

OLD BOARD BUSINESS:

CONSIDERATION: ORDINANCE 19-02 PROVIDING FOR THE FILLING OF BOARD VACANCIES (AMEND SECTION 42-6): This ordinance is being presented in final form for approval. It was noted that this Ordinance will become effective following publication on 4/11/19. Motion by Petra Streiff, second by Chuck Phillipson to approve Ordinance 19-02. Motion carried. (4-0). President Truttmann asked for Board input on proceeding to fill the existing vacancy. Consensus of the Board was to place an action item on April 16, 2019 agenda for beginning the process.

PRESIDENT'S REPORT:

BOARD OF REVIEW TRAINING: Staff reported that based on current law at least one (1) member of the Board of Review is required to complete training on the Board of Review within two (2) years of the annual Board of Review. Clerk Erb has training materials available and requested interested Board members to contact her. Clerk Erb noted two (2) possible dates for the Board of Review and consensus of the members was to schedule the Board of Review for Monday, May 13, 2019 at 5 p.m.

HIGH SCHOOL BASKETBALL PROCLAMATION: Trustee Edge reported that he had spoken with Coach Sysko regarding the presentation of the Village Board Proclamation to the State Champion Boy's Basketball Team and was advised of an upcoming banquet. Trustee Edge will remain in contact with the Board to assist in coordinating the presentation.

ADJOURN: Being no further business, President Truttmann adjourned the meeting at 7:39 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
3/19/19

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Barb Anderson, Chuck Phillipson, Anthony Edge, Peggy Kruse and Petra Streiff. ALSO PRESENT: Mark Hawley, Chief Burt Boldebuck, Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Barb Anderson, second by Anthony Edge to approve the 3/19/19 amended agenda. Motion carried. (6-0)

UPDATE/DISCUSSION/CONSIDERATION: ANONYMOUS COMPLAINT AGAINST LAW ENFORCEMENT EMPLOYEE: Chief Boldebeck reviewed with the Village Board the 3/18/19 press release provided by the Green County District Attorney indicating Lt. Sturdevant has been cleared of any wrongdoing. He reviewed a timeline of the complaint and investigation adding Lt. Sturdevant had been placed on restrictive duty upon receipt of the complaint and was subsequently reinstated to non-restricted duty on 2/5/19 based on investigations of Monroe Police, Green County District Attorney, Village Attorney Bill Morgan and approval of Chief Boldebeck. Chief Boldebeck went on to note that as a result of that investigation, he understands that the person responsible for filing the claim is now under investigation.

President Truttman expressed his hopes that Lt. Sturdevant, the individual victims and family and friends will be able to put this incident behind them and move forward.

The Board went on to discuss their desire to express their support for Lt. Sturdevant. Motion by Barb Anderson, second by Peggy Kruse to go on record providing their support and gratitude for Lt. Sturdevant's continued dedication to the Village, and to add this statement along with a link to the press release to the Village's website. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

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

APPROVAL OF MINUTES OF 3/2/19 SPECIAL MEETING AND 3/5/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expenses, health and life insurance, credit card, and TID fee, journal entry for utility bills totaling \$66,934.23; Checks 37127 to 37170 totaling \$47,952.15; and payroll vouchers 13662 to 13685 totaling \$45,029.63.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2020: To Erin Turner.

APPROVAL: SPECIAL EVENTS PERMIT FOR MAD CITY VELO CLUB BIKE TIME TRIALS (7/20/19): The application requests use of the Village Park, including the shelter and placement of 2-3 port-a-potties on Saturday, July 20, 2019 between 6 a.m. and 1 p.m. The application also requests no parking on 2nd Street north of 1st Avenue to the Village Limits. Fire, EMS, Police, Public Works and Administration have all provided their recommendation of approval. Approval is contingent on receipt of an updated Certificate of Insurance.

APPROVAL: PARK USE PERMIT APPLICATION FOR GRACE CHURCH (6/30/19): Grace Church is requesting the use of Village Park for their Annual Church Picnic on Sunday, June 23, 2019 between 9 a.m. and 3 p.m. with an estimated attendance of 250. Approval is contingent on receipt of an updated Certificate of Insurance.

UPDATE: MONTHLY POLICE REPORT: The February report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for February was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for February for review.

FINANCE/PERSONNEL:

ACCEPTANCE OF RESIGNATION OF DEPUTY CLERK TREASURER: Deputy Clerk-Treasurer, Barb Roesslein has recently accepted a position with the Town of Middleton and submitted her resignation. Her last day is scheduled for April 9, 2019. Motion by Anthony Edge, second by Barb Anderson to accept the resignation. Motion carried (6-0).

CONSIDERATION: R19-12 RESOLUTION IN APPRECIATION OF DEPUTY CLERK-TREASURER SERVICE: Motion by Anthony Edge, second by Barb Anderson to approve Resolution 19-12 expressing appreciation for the years of service by Deputy Clerk-Treasurer Roesslein. Motion carried.

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: ENGINEER'S REPORT ON PROPOSED SPECIAL ASSESSMENTS FOR 2019 STREET PROJECT: Public Works/Public Safety Committee held a public hearing on the special assessments for the 2019 street project at their March 13, 2019 meeting. The engineer's report shows the estimated costs for special assessment for curb, gutter and sidewalk and has been amended to reflect the necessary changes to the Wieser and Babler assessments. Based on recommendation of the Committee, motion by Peggy Kruse, second by Barb Anderson to approve the Engineer's Report on Proposed Special Assessments for the 2019 Street Project as amended. Motion carried (6-0).

DISCUSSION/CONSIDERATION: PURCHASE OF NEW POLICE SQUAD CAR:

At their March 13, 2019 meeting, the Public Works/Public Safety Committee recommended accepting the bid of New Glarus Motors in the amount of \$24,879.00 for a 2019 Dodge Charger squad car. Funds have been appropriated in the 2019 Budget for said purchase. Proceeds from the sale of the old squad will be returned to the Squad Sinking Fund as well. They noted that the bid of Ewald Automotive Group of Hartford, WI was approximately \$95 lower than the New Glarus Motors bid; however, the Village has been happy with the service of New Glarus Motors and would prefer to keep the purchase local. In addition, servicing of the vehicle will be less costly as travel to and from will not be an issue.

Motion by Barb Anderson, second by Petra Streiff to approve the \$24,879 bid of New Glarus Motors. Motion carried (6-0).

Trustee Phillipson asked about the purpose for keeping the old Chevrolet squad car and the need for the vehicle and a cost comparison of use of that vehicle for training purposes vs. employee mileage reimbursement. The Board requested the item be placed on the April Public Works/Public Safety Committee agenda.

DISCUSSION/CONSIDERATION: SCHEDULE PUBLIC HEARING ON ORDINANCE 19-01(PARKING PROHIBITED ZONES): The Public Works/Public Safety at their March 13, 2019

meeting discussed and recommended Ordinance 19-01 proposing no parking on the east side of Railroad Street between Sixth Avenue to Ninth Avenue as well as the south side of Fourth Avenue from Sixth Street west for one-hundred (100) feet. Motion by Peggy Kruse to schedule a Public Hearing on Ordinance 19-01 at 7 p.m. for the April 16, 2019 meeting, second by Chuck Phillipson. Motion carried. (6-0)

OLD BOARD BUSINESS:

DISCUSSION/CONSIDERATION: POLICY FOR APPOINTMENT OF VACANT TRUSTEE POSITION (Ordinance 19-02): This item was tabled from the February 19, 2019 meeting to review the ordinance drafted by Attorney Morgan. Attorney Morgan confirmed the current draft is meant to cover appointments to all boards, commissions or committees at the discretion of the Village Board, indicating the ordinance could be re-worded for the ordinance policy to just include Village Board Trustees (elected officers). The Board discussed whether they wanted this policy to include all committee appointments as well and consensus was that they preferred it cover elected village officers. Upon reviewing the draft ordinance, the Board requested the following edits:

1. Section 42-6 **Vacancies.**
 - A. Appointment of Members; Filling Vacancies.
 1. Except as otherwise provided by federal law, state constitution, state statute or these Village Ordinances, vacancies in any elective village office, ~~whether on the Village Board, or on other boards, commissions or committees of the Village,~~ shall be made by the Village Board.
 - B. Selection of candidates.
 3. Any individual or group is encouraged to submit names for consideration to Village Board, *Administrator or Village Clerk-Treasurer.* [add Administrator]

Motion by Anthony Edge, second by Barb Anderson to make the changes discussed and bring back for consideration at the April 3, 2019 meeting. Motion carried. (6-0)

PRESIDENT'S REPORT:

CONSIDERATION: PROCLAMATION CONGRATULATING BOYS BASKETBALL CHAMPIONS: On behalf of the Village Board, President Truttman publicly congratulated the New Glarus High School Boys Basketball team for their 2019 Division 4 Wisconsin High School State Championship win, referring the prepared Proclamation. The Board briefly discussed presentation of the Proclamation to the School/Team. Trustee Edge will contact School officials to determine the best option for presentation. Motion by Barb Anderson, second by Anthony Edge to approve the Proclamation. Motion carried (6-0).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:54 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

3/5/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Chuck Phillipson and Peggy Kruse. ABSENT: Anthony Edge. ALSO PRESENT: Mark Hawley, Drake Daily, David Ferris (Ehlers), Public Works/Utility Director Joe Cockroft and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Petra Streiff, second by Peggy Kruse to approve the 3/5/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Barb Anderson. Motion carried. (5-0)

Approval of minutes of 2/19/19 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: ACH for payroll expenses and February tax settlement, Check 37082 totaling \$966,281.15; Checks 37083 to 37126 totaling \$34,432.73; payroll vouchers 13635 to 13661 totaling \$31,468.88

Approval of Resolution 19-04: This resolution expresses the Village's appreciation for the years of service provided by Gary Ott, who retired on 2/28/19. He began his career with the Village of New Glarus in March, 1991.

FINANCE/PERSONNEL COMMITTEE:

DISCUSSION/CONSIDERATION: RESOLUTION 19-11 ADMINISTRATOR EMPLOYMENT CONTRACT: President Roger Truttman provided a copy of the Resolution and finalized Employment Contract to the Board members. He noted the salary amount and months of severance compensation for termination without cause were the only items changed during the negotiations of the contract.

Motion by Barb Anderson, second by Peggy Kruse to approve Resolution 19-11 and the Administrator Employment Contract with Drake Daily. Motion carried. (5-0)

EHLER'S PRESENTATION: BORROWING FOR 2019 STREET PROJECT: David Ferris with Ehler's was present to review the borrowing options for the 2019 street project (Third Avenue) with the Village Board. He reviewed with the Board the Pre-Sale Report prepared by Ehlers, a copy of said report is on file at the Clerk's Office. After a review of existing debt, current project and potential future projects, Ehlers is proposing the best option for the borrowing for this project to be a General Obligation Note and include the street, storm sewer, water, and sanitary sewer portions of the project in addition to a refinancing of a sanitary sewer Bond Anticipation Note which comes due next year. He noted the Pre-Sale Report and Resolutions are prepared for a *not to exceed* amount of \$1,580,000, that the cost estimates are preliminary. Trustee Phillipson asked for a review of the issuance costs. Mr. Ferris provided that staff confirmed that the actual cost for bond counsel will be \$9,000 (\$2,000 less than estimated), the Village is not planning to use the disclosure counsel, (a savings of \$6,600 which could be used toward interest payment in the first year if so desired), the paying agent fee may or may not be required, depending on whether the bidder would term up bonds. He went on to explain the importance of monitoring call dates so as not to be delinquent on a payment. The last cost included was the underwriter fee estimated a 1.25% of the bond amount. Mr. Ferris indicated that this cost is determined by whoever wins the bid on the sale of the bonds. He would expect the amount is estimated higher than actual cost will be, but the actual number will not be known until the sale of the bonds occur.

Trustee Kruse asked what the anticipated interest rate will be. Mr. Ferris responded current sales of this type and size are coming in around 2.29%, but with the actual sale not occurring for approximately six (6) weeks, he has built in an estimated 45¢ increase. Trustee Kruse then asked about monthly payments rather than the annual payments and Mr. Ferris advised that municipal bonds are typically set up with semi-annual interest payment and annual principal payments. Trustee Kruse asked if we (Village) bid locally. Mr. Ferris replied that the bonds are sold in a competitive bidding market, providing opportunities for local banks to be included. Trustee Kruse asked what this additional borrowing will do to the Village self-imposed debt capacity. Mr. Ferris referred to page 9 of his Pre-Sale Report which illustrates the borrowing will put the Village at approximately 63.56% of its debt capacity, well within the self-imposed limit of 75%. Mr. Ferris provided an additional handout wherein he included estimates for future growth and future borrowings through 2022, including funds for a library and park improvements in 2020 and street project in 2022. Using estimates of approximately \$1,355,000 borrow in 2020, the debt capacity percentage would reach approximately 70.44% and would then decrease in 2021 to 63.44% and increase back to 68.46% in 2022 with an estimated \$1,250,000 borrowing.

Mr. Ferris went on to review the remainder of his Pre-Sale Report including the breakdown of the 2019 borrowing per fund. He noted that it was necessary to extend the principal payments for the storm water utility portion as it was somewhat difficult for the projected revenues to meet the payment requirements, suggesting the Board may need to look at the current rates for the storm water utility. He reviewed the sources of funds for repayment of the borrowing and the required tax levy. Special Assessments included with this Street Project were missed in the initial draft and will be added to the report, as an offset to the required levy.

The proposed debt issuance schedule was reviewed with the Board. If the Resolutions are approved tonight, the sale will be scheduled for the April 16, 2019 board meeting with an estimated closing date of May 7, 2019.

The resolutions below were all prepared by bond counsel, Quarles & Brady for the authorization of the borrowing for the 2019 street project (Third Avenue), which includes a refinancing of a Sanitary Sewer Bond Anticipation Note that comes due next year.

It was noted by President Truttman that bond counsel has indicated the six (6) resolutions could be approved through individual motions for each resolution, or through one (1) motion for all six (6) resolutions combined, as long as all the Board members agree on the process.

- DISCUSSION/CONSIDERATION: INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$450,000 FOR STREET IMPROVEMENT PROJECTS [RESOLUTION 19-05]
- DISCUSSION/CONSIDERATION: INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$325,000 FOR STORM SEWER PROJECTS [RESOLUTION 19-06]
- DISCUSSION/CONSIDERATION: INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$250,000 FOR WATER SYSTEM PROJECTS [RESOLUTION 19-07]
- DISCUSSION/CONSIDERATION: INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$215,000 FOR SANITARY SEWER PROJECTS [RESOLUTION 19-08]

- DISCUSSION/CONSIDERATION: INITIAL RESOLUTION AUTHORIZING \$340,000 GENERAL OBLIGATION REFUNDING BONDS [RESOLUTION 19-09]
- DISCUSSION/CONSIDERATION: RESOLUTION PROVIDING FOR THE SALE OF NOT TO EXCEED \$1,580,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2019A [RESOLUTION 19-10]

Motion by Petra Streiff to approve Resolutions 19-05, 19-06, 19-07, 19-08, 19-09 and 19-10 incorporated herein by reference, pertaining to the borrowing for the 2019 Street Project, second by Barb Anderson. With no further discussion, a roll call vote was taken: Barb Anderson-yes; Peggy Kruse-yes; Chuck Phillipson-yes; Petra Streiff-yes; and Roger Truttmann-yes. Motion carried. (5-0)

PUBLIC WORKS:

DISCUSSION/CONSIDERATION: AWARD OF BID FOR 2019 STREET PROJECT (THIRD AVENUE): Bids for this project were opened on January 18, 2019 with a low bid of \$997,146 received from Maddrell Excavating LLC of Brodhead, WI. Public Works/Utility Director, Joe Cockroft reported that he and Village Engineer (Strand) have previously worked with Maddrell and are recommending approval of their low bid.

Motion by Peggy Kruse to award the bid for the 2019 Street Project to Maddrell Excavating LLC (bid = \$997,146), second by Chuck Phillipson. Motion carried. (5-0)

AD HOC FACILITIES COMMITTEE:

UPDATE ON DIMENSION IV FACILITIES ASSESSMENT: Trustee Streiff updated the Board and provided a timeline/outline of the project and steps included. She noted that it is anticipated their report will be ready by April 5, 2019. The next Ad Hoc Facilities Committee meeting is scheduled for March 18, 2019 at 6 p.m.

ADJOURN: Being no further business, President Truttmann adjourned the meeting at 8:07 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE OF NEW GLARUS
VILLAGE BOARD SPECIAL MEETING
3/2/19

Meeting called to order at 8:30 a.m. by President Roger Truttmann. PRESENT: Roger Truttmann, Peggy Kruse, Petra Streiff, Barb Anderson and Chuck Phillipson. ABSENT: Anthony Edge. Also present: David Berner, Kevin Brunner of PAA, and finalist candidates for Village Administrator position.

ANNOUNCEMENT: President Truttmann announced that the Village Board will be meeting in Closed Session called under State Stat. 19.85(1)(c) for the purpose of considering performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: (Administrator Recruitment Process – Finalists Interviews)

CONVENE INTO CLOSED SESSION: Motion by Barb Anderson, second by Peggy Kruse to convene into closed session at 8:34 a.m. ROLL CALL: Barb Anderson-yes; Peggy Kruse – yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttmann-yes. Motion carries (5-0)

RECONVENE INTO OPEN SESSION: Motion by Peggy Kruse, second by Barb Anderson to re-convene into open session at 2:39. ROLL CALL: Barb Anderson-yes; Peggy Kruse – yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carries (6-0)

REPORT ON CLOSED SESSION: The Village Board has instructed PAA to negotiate a contract with the top candidate, with formal approval contingent on reaching employment agreement and satisfactory background checks.

ADJOURN: Being no further business, President Truttman adjourned the meeting at 2:41 p.m.

Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
2/19/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Chuck Phillipson, Anthony Edge, and Peggy Kruse. ABSENT: Petra Streiff. ALSO PRESENT: Linda Hiland, Library Director Holly Lague, and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse, second by Barb Anderson to approve the 2/19/19 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Anthony Edge for approval of the consent agenda, including the contingency for receipt of appropriate insurance from AROC prior to issuance of their Street Use Permit, second by Barb Anderson. Motion carried. (5-0)

APPROVAL OF MINUTES OF 2/5/19 REGULAR MEETING: The minutes are attached for your consideration.

APPROVAL OF CLAIMS: ACH for payroll expenses, health and life insurance, and credit card, journal entry for utility bills totaling \$50,648.77; Checks 37027 to 37081 totaling \$81,480.42; and payroll vouchers 13610 to 13634 totaling \$28,456.98.

APPROVAL OF OPERATOR LICENSE(S) TO EXPIRE 6/30/2020: To Heather Ludwig, Karen Gempeler, Audra Beil, Nathaniel Schultz.

APPROVAL: STREET USE PERMIT FOR AROC WISCONSIN FOR 5/4/19: For the annual event for the timed automobile runs on Elmer Road out Kubly Road into the Town of New Glarus. The application has been reviewed by Fire, EMS, Police, Public Works and Administration with all departments providing their recommendation of approval. An updated Certificate of Insurance needs to be filed prior to the event and approval is contingent on receipt of that.

APPROVAL: SPECIAL EVENT PERMIT FOR FUELFED, INC. FOR 5/31/19: This is the fourth year for this event which utilizes 4th Avenue between Second Street and Railroad Street for the starting point of their European Car Club Road Rally. Approval is for use of the street between 7 a.m. and 10 a.m. on March 31, 2019. The insurance certificate is on file and Fire, EMS, Police, Public Works and Administration have all signed off on the application.

APPROVAL: TEMPORARY ALCOHOL LICENSES TO NEW GLARUS FIRE DEPARTMENT FOR MARCH 9, 2019 ANNUAL SUPPER: This is an application for the serving of beer and wine at the annual Fireman's Dinner located at the Fire Department on March 9, 2019.

UPDATE: MONTHLY POLICE REPORT: The January report is included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report for January was included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for January for review.

LIBRARY BOARD UPDATE: Library President, Linda Hiland introduced Holly Lague, the new Library Director to the Village Board.

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: ACCEPTANCE OF RESIGNATION/RETIREMENT OF GARY OTT: Gary Ott submitted his letter of resignation/retirement on February 5, 2019, indicating his last day with the Village will be February 28, 2019. Gary started his employment with the Village of New Glarus in March, 1991. Motion by Barb Anderson to accept, with gratitude the resignation/retirement of Gary Ott, second by Anthony Edge. Motion carried. (5-0).

FINANCE/PERSONNEL COMMITTEE:

DISCUSSION/CONSIDERATION: AUTHORIZATION TO ADVERTISE FOR PUBLIC WORKS LABORER POSITION: Public Works Director, Joe Cockroft is recommending posting the job advertisement as soon as possible. The Board discussed changes under the Minimum Requirements of the advertisement to include the applicant must currently possess a CDL and adding "Willingness to obtain skills, training and certifications as needed". Motion by Peggy Kruse, second by Anthony Edge to authorize the posting of the job advertisement with the changes as discussed. Motion carried. (5-0)

UPDATE: ADMINISTRATOR HIRING AND REMINDER OF INTERVIEW DATES:

Finance/Personnel met on Friday, February 15, 2019 to review the videos prepared by the ten (10) semi-finalists. They selected four (4) top candidates for the formal interview process that will be conducted on March 1st and 2nd. President Truttman reviewed the process for the interviews and social time on March 1st and 2nd and members received information provided by PAA on the candidates.

OLD BOARD BUSINESS:

DISCUSSION/CONSIDERATION: POLICY FOR APPOINTMENT OF VACANT TRUSTEE

POSITION: At the February 5, 2019 meeting Attorney Bill Morgan was asked to prepare some information for drafting an ordinance providing a policy on procedure for the appointment of a trustee to a vacant position on the Village Board. His initial draft was provided to the Board members at the meeting. After a brief review, Trustee Phillipson noted the draft covered most issues he had concerns over and retained the option to appoint or elect depending on timing of the vacancy. He added he would like to see candidates submit both a written statement of interest as well as have a personal interview conducted. Trustee Kruse asked about the cost of a special election and staff noted that in addition to the election workers, the programming of the equipment and printing of ballots would have to be paid by the Village and would be costly. The Board briefly discussed the upcoming April Election noting one candidate on the ballot for three (3) trustee positions.

The Board also discussed the language in Section 1.A. of the draft ordinance to determine what appointments are covered by the draft ordinance. The language will be confirmed with the Village Attorney. The Board agreed to additional review time before taking any action on the draft ordinance.

Motion by Anthony Edge to table to the 3/19/19 Village Board meeting, second by Barb Anderson. Motion carried. (5-0)

PRESIDENT'S REPORT:

UPDATE: PARTICIPATION IN COMMUNITY SERVICE PROGRAM: President Truttman informed the Board that Village staff has been contacted about assisting someone in completing some Community Service hours. Staff has reviewed the options with the Village's insurance carrier and the legal hotline offered by the insurance company. Staff feels comfortable with the recommendations offered by the legal hotline and are willing to oversee the program. Staff is looking for Village Board input.

The Board expressed some concerns over the additional work load it could present as well as potential liability issues. Consensus of the Board was to give it a try if staff was comfortable.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:05 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

2/5/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Chuck Phillipson, and Anthony Edge. ABSENT: Peggy Kruse. ALSO PRESENT: Sandy Blum, Denise Anton-Wright, Jean Elmer, Officer Logan Lange (and family), Officer Dan Kurth, Chief Boldebuck, Attorney Bill Morgan, and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: President Truttman announced that the Board will convene into closed session under State Stat. 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. [Review of anonymous complaint against law enforcement employee].

AGENDA: Motion by Petra Streiff, second by Anthony Edge to approve the 2/5/19 agenda, removing item 9 (Introduction of new Library Director) to a later date. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS:

Denise Anton-Wright and Sandy Blum spoke to the Board in support of the Chalet of the Golden Fleece and the Friends of the Chalet of the Golden Fleece as well as the operations and continued support. (A copy of their comments are on file with the Clerk's Office).

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Barb Anderson. Motion carried. (5-0)

Approval of minutes of 1/15/19 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: ACH for payroll expenses, Checks 36982 to 36985 totaling \$67,368.06; Checks 36986 to 37026 totaling \$130,693.82; payroll vouchers 13564 to 13587 totaling \$32,524.95 and payroll vouchers 13588 to 13609 totaling \$28,188.85.

FINANCE/PERSONNEL COMMITTEE:

DISCUSSION/CONSIDERATION: RESOLUTION 19-03 APPOINTING POLICE OFFICER.

Chief Boldebuck reported the Police Department has selected Mr. Logan M. Lange for appointment as a police officer. He introduced Mr. Lange to the Board, noting he was most recently employed by the Beloit Police Department and previously at the Albany Police Department. Motion by Anthony Edge, second by Chuck Phillipson to approve Resolution 19-03 Appointing Police Officer Lange. Motion carried. (5-0)

Officer Lange was sworn in by the Clerk and presented his badge by Chief Boldebuck.

DISCUSSION/CONSIDERATION: EXTENSION OF CONTRACT WITH PELLITTERI WASTE

SYSTEMS TO 10-YEARS: Finance/Personnel Committee is recommending approval of an extension of the current contract with Pellitteri Waste Systems for a 10-year term. The Village first contracted with Pellitteri in 2018. At that time, Pellitteri offered a 5 and 10 year option and the Village approved the 5-year option with the possibility of extending it to the 10-year option which provided an annual cost savings.

- The following additional changes proposed by Pellitteri are included as well:
- Change annual Spring Clean-up to \$140 per hour rather than the \$1,500 annual lump sum with an annual increase in the per hour charge of 2.5%. Pellitteri indicated that the 2018 Spring Clean-up took twice the amount of man hours anticipated.
 - Annual pricing escalators of 2.5% for 'Special Events and Services'. This currently only applies to the Spring Clean-up.

- Removal of the Letter of Credit requirement (as requested by the Village in December, 2018). The charge to the Village for this has also been removed.

Preliminary estimates of savings to the Village with the changes is \$36,545 for 2019-2022.

The Board noted they have been happy with the improved services on the garbage and recycling pickup. Motion by Anthony Edge, second by Barb Anderson to approve an extension of the contract with Pellitteri to 10-years. Motion carried (5-0).

DISCUSSION/CONSIDERATION: RESOLUTION 19-01 RESERVE-DEBT POLICY: This is an annual Resolution establishing the Emergency Reserve Fund and the Working-Capital Reserve Fund based on 2019 budgeted general fund expenditures. It also provides the existing debt limit and restates debt policy of the Village. Motion by Petra Streiff, second by Chuck Phillipson to approve Resolution 19-01. Motion carried (5-0).

AD HOC FACILITIES COMMITTEE:

DISCUSSION/CONSIDERATION: AWARD PROPOSAL FOR VILLAGE HALL NEEDS

ASSESSMENT STUDY: The Ad Hoc Facilities Committee, at their January 15, 2019 meeting, reviewed four (4) bids received for a study of Village Hall. The study includes building assessment, space needs and concept design. The Committee is recommending contracting with Dimension IV for the service at a cost of \$9,690. Committee member, Petra Streiff noted the selection was in part a result of Dimension IV having previous experience and being the most familiar with New Glarus in addition to being the lowest cost proposal. The Board noted the latest Facilities Needs Assessment was most likely a 2004 report by Plunkett-Raysich.

Motion by Petra Streiff, second by Chuck Phillipson to approve the contract with Dimension IV for the Facilities Needs Assessment. Motion carried. (5-0).

NEW BOARD BUSINESS:

DISCUSSION/CONSIDERATION: RESOLUTION 19-02/PRELIMINARY RESOLUTION FOR SPECIAL ASSESSMENTS FOR THIRD AVENUE 2019 STREET PROJECT:

Resolution 19-02 was prepared by Village Engineer, Pat Rank. Approval of the Resolution provides the Village Board's intent to levy and collect special assessments against the properties benefited by the improvements. The Resolution also outlines the Village's policy for payment of the special assessment. The next step of the Special Assessment process will be notice to all proposed assessed property owners of the special assessment and a public hearing. The public hearing will be scheduled for the March 13th Public Works/Public Safety Committee meeting.

Trustee Phillipson noted for the record that while the Resolution reads in part "*NOW THEREFORE, it is hereby resolved that the Village of New Glarus declares its intent to exercise the police powers conferred upon the Village by Section 66.0703 to levy and collect special assessments against the properties benefited by the improvements referred to herein which improvements shall include replacing or adding to portions of the sanitary sewer, storm sewer, water main, street base course, asphalt, curb and gutter and sidewalk located within the Village: THIRD AVENUE BETWEEN SECOND STREET AND SIXTH STREET.*", the Village will only be assessing "*the proportion of the cost of the concrete curb and gutter, curb and gutter removals, concrete sidewalk, and concrete sidewalk removals to be assessed against the property shall be 100 percent of the cost, including all associated costs allowed by law, as determined by the benefits to each property benefited, except as indicated in Section 10-4(C) of the Village of New Glarus Municipal Code.*"

Motion by Petra Streiff, second by Chuck Phillipson to approve Resolution 19-02/Preliminary Resolution for Special Assessments for Third Avenue/2019 Street Project. Motion carried. (5-0).

PRESIDENT'S REPORT:

UPDATE: ADMINISTRATOR HIRING PROCESS: President Truttman reported the Finance/Personnel Committee met February 4, 2019 and selected ten (10) semi-finalists from the original twenty-eight (28) applicants. Their next meeting is scheduled for Friday, February 15th at 10 a.m. He also reported that interviews of the finalists are tentatively scheduled for March 1st and 2nd and requested the Board members calendar those dates. There will be a social meeting at 6 p.m. on Friday, March 1st with formal interviews in the Boardroom on the morning of Saturday, March 2nd. The tentative timeline would then be an offer of employment to the top candidate over that weekend with approval of the contract, contingent on satisfactory background check, being taken up by the Village Board at their March 5th regular meeting.

APPOINTMENT OF TRUSTEE TO FILL UNEXPIRED TERM OF SHAUN DOW: A copy of the resignation of Shaun Dow which was officially presented to the Village Board at their January 15, 2019 meeting was provided to each Board member. President Truttman moved to table.

Trustee Phillipson indicated he would like to see a procedure in place for filling vacancies which would include ways to put out notices of the vacancy for interested persons to submit their interest and information. The Board discussed with Attorney Morgan options for creating a procedure and Attorney Morgan indicated he will prepare a draft ordinance for consideration of the Village Board at a future meeting.

Chuck Phillipson then seconded the motion of Roger Truttman to table appointment. Motion carried (5-0).

APPOINTMENT TO HISTORIC PRESERVATION COMMISSION: President Truttman noted that Historic Preservation Commission is recommending the appointment of Tim Usher to fill the unexpired term of Harold Kiesz. Motion by Chuck Phillipson, second by Anthony Edge to appoint Tim Usher to fill the term. Motion carried (5-0).

CONVENE INTO CLOSED SESSION: Motion by Barb Anderson, second by Petra Streiff to convene into closed session: ROLL CALL VOTE: Barb Anderson-yes; Anthony Edge-yes; Chuck Phillipson-yes; Petra Streiff-yes and Roger Truttman-yes. Motion carried (5-0) at 7:50 p.m. Those in attendance for the closed session were: Roger Truttman, Barb Anderson, Petra Streiff, Chuck Phillipson, and Anthony Edge, as well as Chief Boldebeck and Attorney Morgan.

ADJOURN FROM CLOSED SESSION: The Village Board adjourned from closed session at 8:29 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
1/15/19

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Chuck Phillipson, Anthony Edge, Peggy Kruse and Shaun Dow. ALSO PRESENT: Mike Bell, Briana Lenzlinger, Karen Rodeghier, Bradley Beal, Public Works Director Joe Cockroft and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Shaun Dow, second by Anthony Edge to approve the 1/15/19 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Briana Lenzlinger asked to speak in opposition to a room tax increase. She noted she had emailed the Board with her concerns and presented signatures of local businesses in opposition to the increase in tax. She indicated she had spoken with a bus company again this morning who indicated the cost of the hotel stay is an important piece for them in determining where they will stay when doing tours.

CONSENT AGENDA: Motion by Shaun Dow for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (7-0)

Approval of minutes of 12/18/18 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: ACH for payroll expenses, health and life insurance, and credit card, journal entry for utility bills totaling \$87,150.57; 2018 Checks 36826 to 36879 totaling \$33,898.23 paid on 12/31/18; 2019 Checks 36926 to 36981 totaling \$134,843.39 and payroll vouchers 13515 to 13539 totaling \$36,696.43 and 13540 to 13563 totaling \$27,412.78.

Approval of Operator License(s) to expire 6/30/2020: To Anthony Isensee, Andrea Tway, Logan Wettach, Jennifer Huebner and Alexi Markgraf

Approval of Park Use to New Glarus Lion's Club for Village Park Gazebo on May 24, 2019 for Chicken BBQ: This annual application is for the Chicken BBQ held by the New Glarus Lion's on Memorial Day Weekend. It includes the use of the Village Park Gazebo for the event. The Certificate of Insurance is on file.

Update: Monthly Police Report: The November and December reports are included with the agenda packet for review.

Update: Monthly Building Inspector's Report: The monthly Building Inspector's Report for December was included with the agenda packet.

Update: Monthly Utility Financials: The monthly Utility Financials were attached to the agenda packet.

Update: Monthly Budget to Actual Report: Attached to the agenda packet was the monthly Budget to Actual Report for December for review.

TREE BOARD:

DISCUSSION/CONSIDERATION: AWARD OF 2019 TREE PRUNING/REMOVAL CONTRACT:

The Village received three (3) bids for Pruning, Removal and Stump Grinding with a base proposal and two (2) options for both the removal and stump grinding. Bids were opened on Friday, January 4, 2019. Low bidder was Limbwalkers Tree Service, LLC of Muskego, WI with

a total pruning, removal and stump grinding bid of \$10,452.30 for the base; \$9,322.76 for Option #1 and \$3,279.14 for Option #2.

Public Works Director Cockroft has indicated Village employees are able to complete the work outlined for the removal of the downtown trees [Option #2 under removal at a cost of \$2,136.14).

The Tree Board voted to recommend award of the 2019 Tree Bid to Limbwalkers Tree Service, LLC for the following: Pruning Option #1 = \$300; Removal Base and Option #1 = \$14,957.06 and Stump Grinding Base and Option #1 and #2 = \$5,661.00 for a total bid cost of \$20,918.06. The total 2019 budget for the work is \$25,850. The appropriate Certificate of Insurance naming the Village of New Glarus has been received.

Motion by Petra Streiff, second by Shaun Dow to approve a contract for tree pruning, removal and stump grinding with Limbwalkers at a total bid of \$20,918.06, with the Public Works Department removing the trees listed under removal option #2. Motion carried (7-0).

Trustee Phillipson asked for clarification on which of the downtown trees are being removed. Public Works Director Cockroft noted he had been informed that all the trees located on First Street between Fifth and Sixth Avenue would be removed and replaced due to some type of blight.

FIRE DISTRICT:

UPDATE: FUTURE TRUCK PURCHASE:

Fire District Board representative, Bradley Beal appeared before the Board to update them on the anticipated future purchase for a fire truck. He reported the Fire District is looking at replacing the current Engine 2, a 1996 Pierce. They currently anticipate delivery of a new truck sometime in 2020 and estimate the cost of the truck at approximately \$500,000 to \$550,000. The department is currently working on the specs. He further noted that normal replacement for that type of vehicle is twenty (20) years but the purchase had been pushed back due to the expansion of the building. He reported that the expansion of the building is going well and currently under budget.

OLD BOARD BUSINESS:

DISCUSSION/CONSIDERATION: ORDINANCE 18-04 AMEND HOTEL-MOTEL ROOM TAX:

Staff had drafted Ordinance 18-04 which includes the two (2) proposed amendments to the Village's Room Tax Ordinance: 1) changing the current room tax percentage from 5% to 7%; 2) adjusting the distribution percentages from 90% to tourism promotion to 75% to tourism promotion (to Chamber), and 15% for historic preservation building maintenance and promotion for the December 18, 2018 meeting. At that meeting, the Board voted to table until the next meeting (1/15/19) to provide an opportunity to look into alternative funding sources.

Trustee Anderson commented that after listening to residents on this topic, she believes there may be some misinformation that the entire increase would go to the Chalet of the Golden Fleece and Swiss Historic Village. Trustee Dow reiterated the plan to initiate a process wherein any Village historic property could apply for assistance with review by the Historic Preservation Commission and approval by Village Board.

The Board noted the last time the room tax was increased was 2009, and that it had been discussed in 2016, but no increase occurred at that time. Trustee Kruse noted two (2) components to the ordinance: 1) an increase in tax, and; 2) a change in percentages for distribution of the tax. She asked if it was possible to not increase the tax, but to decrease the

amount allocated to tourism and increase the amount allocated to the Village? Trustee Dow noted that would be a possibility, but it would decrease the annual amount to the Chamber of Commerce, so the increase was included to accommodate that issue.

President Truttmann noted levy dollars being used for the Chalet of the Golden Fleece totaling approximately \$101,932 between 2001 and 2018, with an additional \$23,652 in fund balance being utilized between 2005-2013. He questioned whether it makes sense to continue to levy funds for the operation and maintenance of the Chalet. Trustee Dow commented that operations of the Chalet of the Golden Fleece is separate from the proposed room tax increase.

Trustee Kruse provided research information indicating a market range of room tax at 10.5% to 18.27% that included information indicating room tax does not have an impact on tourism.

Trustee Dow reviewed with the Board his calculations on possible increases to the room tax noting 2017 estimated total taxed revenue of \$1,530,720 at five (5) percent provides a total tax collected of \$76,536 [90% Chamber= \$68,882]. Utilizing an increase to seven (7) percent would provide \$107,150 in collected tax, an increase of \$30,614. If Chamber were to receive 75% = \$80,363, or at 70% = \$75,000. He noted that the Board could consider a smaller increment increase: .5% = \$7,654 increase; 1% = \$15,307 increase; 1.5% = \$22,961. Trustee Dow suggested a compromised increase of one (1) percent and re-examine the impact to businesses in a year's time with possible adjustment at that time. The Board expressed some concern that a one (1) percent tax increase with a change in distribution from 90% to 70% or 75% to the Chamber would result in lost revenue to the Chamber.

Trustee Phillipson commented he doesn't believe one (1) business should bear the brunt of the additional tax especially to address the Village's responsibilities in operating and maintaining the Chalet. He noted room tax was set up by the State to provide for marketing opportunities and he doesn't see any reason to break away from that. He added he doesn't believe the increase to room tax is urgent, adding the Chalet of the Golden Fleece is funded through 2019. He asked about the Friends group and what finances they might have available. Trustee Streiff noted the Friends are a non-profit through Vision and the accounting of their funds would be included there.

The Board further discussed making the connection between the increase in tax and the funding of the Chalet, with Trustee Phillipson indicating there are really two (2) questions; 1) the increase in tax, and; 2) the operation and maintenance of the Chalet. He suggested tabling to provide time to address each of the issues individually.

Motion by Chuck Phillipson to table, second by Peggy Kruse. The Board continued discussions and suggested the need for adding some goals for moving this item forward. Shaun Dow commented that without an increase in funding for Historic properties, the Board should consider disbanding the Historic Preservation Commission. Peggy Kruse questioned if we didn't have concerns with operation and maintenance of the Chalet of the Golden Fleece, would we be having this discussion? Vote on original motion to table: ROLL CALL: Barb Anderson-no; Shaun Dow-no; Anthony Edge-yes; Peggy Kruse-yes; Chuck Phillipson-yes; Petra Streiff-no; Roger Truttmann-yes. Motion carried. (4-3)

Trustee Edge questioned the statute language on the percentage of tax that can be retained by the Village, asking if the Village could retain up to thirty (30) percent. Trustee Dow indicated his conversation with DOR indicated the Village could.

PRESIDENT'S REPORT: President Truttmann updated the Board members on results of the nominations for Board positions for the April, 2019 Election. The ballot will contain two (2) names for Village President: Roger Truttmann and Mark Hawley and one (1) name for Village Trustee: Peggy Kruse. Trustee Phillipson asked about the process for write-in.

President Truttmann asked Public Works Director Cockroft to update the Board on the fire at the WWTP. Public Works Director Cockroft reported there had been a fire in a waste container at one of the buildings at the WWTP that was discovered by the WWTP Operator on January 2, 2019. Insurance has been contacted and clean-up is currently being completed. The Fire Department and insurance company could not determine a cause.

President Truttmann reported that approximately 14 applications for Administrator have been received by PAA. The final date for submission is January 23, 2019. The Finance-Personnel Committee will be reviewing those applications on January 31, 2019.

Trustee Dow presented his resignation to President Truttmann and the Board Trustees noting the resignation is effective immediately. The Board members thanks Mr. Dow for his service.

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 8:20 p.m.

–Lynne R. Erb, Clerk-Treasurer