

UNOFFICIAL MINUTES OF MEETING
To be approved at the next regular monthly Town Board meeting

TOWN OF MONROE
Thursday, May 16, 2019 Monthly Business Meeting

The meeting was brought to order by Chairman Todd Hasse at 7:07 p.m.

The Clerk verified that the OPEN MEETING notices were posted on May 9, 2019, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center. WEKZ and the Monroe Times were notified.

Board members present: Hasse, Spotts, Lambert, Murphy

Other attendees: Jeff Lanz, Dennis Balsiger, Steve Wheeler, Jim Schindler, Steve Gorton, Werner Vogel, Gary Henshue from Bug Tussel LLC, Dan Richards and Eric Wild from Green County Highway Dept
Minutes of the April 16, 2019, regular monthly meeting were sent to Town Board members and will be posted on the website. Motion by Lambert, seconded by Spotts to accept regular monthly meeting minutes. Motion carried by voice vote.

The Treasurer's Report was given by the Clerk/Treasurer:

\$ 3,374.53 in Checking
72,039.41 in General Savings
71,374.18 in Tax Collection (\$344 is dog licenses)
54,100.88 in Truck & Equipment
\$ 200,889.00 Total available

\$1.69 interest.

Motion by Spotts, seconded by Lambert, to pay the audited bills of \$6,294.52, accept the Treasurer's Report, and transfer \$4,500 from General Savings. Motion carried by voice vote.
Revenues received since the April meeting were \$2,473.92.

Public Input (Limit of 5 minutes per person) – None

Discussion/action on Conditional Use Permit from Bug Tussel LLC tower site

Gary Henshue made presentation at the Public Hearing in April. Sent out 139 letters for the public hearing and only 1 returned. Filed with State of WI regarding a joint driveway with the Rufer's. On May 22nd will meet with the Airport Board and City of Monroe has received all the information needed – tower to be 199' in height, which is below the restricted elevations. This tower will be servicing: First Net that will be primary source for first responders/emergency personnel, then AT&T, then Bug Tussel bandwidth. For safety purposes, the tower is set to collapse within 100'. The \$50 conditional use permit application fee had previously been sent and was deposited in March 2019.

Phil Vosberg, Planning Commission, reported that all Conditional Use Permit qualifications have been met and upon approval from the Monroe Airport Board, recommend approval to the Board. Public hearing went well and questions answered in full. Motion by Lambert, seconded by Spotts to approve Conditional Use Permit with conditions that the Town of Monroe receive a copy of the Airport Board report and State of WI report on driveway approval.

Discussion/action on Driveway Permit regarding Bug Tussel LLC tower site on Gene and Joyce Rufer's property, N3755 State Hwy 69

Driveway permit application presented by Phil Vosberg, Planning Commission Chair, completed by Gene & Joyce Rufer. Being on a state highway, Bug Tussel is working with the State of WI.

Motion by Lambert, seconded by Spotts to accept application with the condition of receiving back the approval paperwork from the State of WI.

Gary Henshue brought a check for \$500.00 for the driveway permit application fee.

Discussion/action on Driveway Permit for Dennis Balsiger, W5572 Hill Lane

Dennis in attendance to explain that they would like to put up a shed and putting in a new driveway would save about \$15,000, and they would put in plenty of gravel to accommodate for emergency/fire vehicles as well. Discussion held with the Board in reviewing aerial view of where the actual driveway would be located.

Recommendation by the Board is for Dennis to stake out the building and have the utilities staked as well, so the Planning Commission can review the actual driveway parameters and move forward with recommendations, if needed, and/or approval to the Board. This item will need to be put on a future agenda and discussed when the driveway location is finalized and the application completed.

Discussion/action on Green County Hwy Dept road bids

Dan Richards and Eric Wild were in attendance to answer any questions from the county highway dept bids for road repair. All prices have gone up since last year for everyone. Seal at \$.40 usually, but the seal patch we currently use is the right way to go for some of the roads, otherwise it would be too expensive.

Board to review the proposals for each road in more detail once all bids have been turned in.

Planning Commission Report - Progress of Month's Business

Bug Tussel tower and Balsiger driveway were discussed as noted above.

Driveway Road Ordinance -- an updated review of this ordinance has been submitted to the Board, and at the next planning commission meeting will invite attorney to review.

Road/Maintenance Report - Progress of Month's Business

M&D Truck Equipment picked up 50/50 – 14 buckets @ \$45.00 each, so wanted to let Mike Lambert know = \$630.00

Signs on Carnie Road – called Diggers hotline so didn't want to dig until this is completed; subdivision needs Stop sign replaced that is missing and want to update speed limit signs at 25 mph; per Todd Hasse, complaints of 4 wheeler traffic going too fast, so in order to be ATV posted then would need to follow a specific process and submit to DNR, etc. Board decided not to pursue this. Town of Clarno connects to this road also, so Jeff marked where the posts would go for them in case we would need to continue the speed limits sign in to their township. If further complaints then could refer complaints to Sheriff's Department.

Nipple on Smock – took fence out and was doing it properly and intends to put a fence back up after more landscaping is complete. Manure hauling did break up road so advised to put rock in, said they were almost done hauling.

Voegeli Rd is also pretty broken up from Weckerly's hauling

Tractor at Sloan Implement for recall notice.

Sunset Hills and Aebly – signs haven't been put back up, now post and signs are gone. Todd will contact Richard & Sheri Novak.

Tiger Mower – Serwe Implement won't take Rhino on trade; parent company bought out Woods and they are willing to demonstrate on our roads – wide or narrow – possibly save fuel if the 80" deck could be used for one pass, instead of two. Lambert will work with Jeff and talk to other reps as well to see what is the best deal for our needs.

Chairman's Report - Progress of Month's Business

Stump grinding at cemetery? Didn't have noted who was to follow up on this, so Hasse will take care of contacting Louie Bunker.

Carl @ Scotts Construction is sending one of his guys tomorrow to review road condition with Jeff Lanz and submit road bids as well.

T.R.I.P. money from State has been rejected but the County Hwy Dept had Hasse sign another form to resubmit.

Board of Review on Wednesday, 5/22 – will be taking DVD home to be certified.

Pavement rating notice that the County will do for Town.

Clerk/Treasurer's Report - Progress of Month's Business

- Board of Review is Wednesday, May 22nd from 6-8 p.m. and that should be attended by the entire Board.
- Board of Review certification – the DVD is here for other Board members to view, there is a test at the end (with answers reviewed) and just need to send me the information to be certified as well. Should have at least one more person, in case of an emergency and I'm not able to attend BOR
- Attended Town Official Workshop in Barneveld on May 7th. Reviewed points regarding CPA audit needed and no special requirements for tax levy increase-only Board recommendation to electors- but Clerk/Treasurer will review to ensure this is valid information.
- Renewal paperwork for renewing Alcohol Beverage Licenses already mailed and will have on agenda next month for Board approval
- Liquor license information on "Class B" liquor license having limits, but no other license is limited. However, if facility is licensed then no other alcohol could be brought in. If the facility is not licensed, then the "hosts" of the party can bring in alcohol but cannot charge a fee for drinks or a coverage charge and must be personally invited by the hosts and/or known to them.
- Town of Clarno snowplowing bill – per trip calculation versus per hour – once discussed it is okay to send out with per trip cost.

Next regular monthly board meeting is scheduled for Thursday, June 20, 2019, at 7:00 p.m.
Motion by Hasse, seconded by Spotts to adjourn at 8:47 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer

Note to self on revising the permit application forms:

***** Be sure to include cost/fee for permit applications, so the applicant is aware what they need to pay – and include an address as to where to send the payment or a generic statement to send to Town's mailing address
