

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

TOWN OF MONROE
Thursday, June 20, 2019 Monthly Business Meeting

The meeting was brought to order by Chairman Todd Hasse at 7:00 p.m.

The Clerk verified that the OPEN MEETING notices were posted on June 17, 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, Lambert, Murphy

Other attendees: Jeff Lanz, Dennis & Honoria Balsiger, Jim Becker, Jim Schindler, Steve Gorton, Phil Vosberg

Minutes of the May 16, 2019, regular monthly meeting were sent to Town Board members and will be posted on the website upon approval at this meeting. Motion by Hasse, seconded by Lambert to accept regular monthly meeting minutes with one correction. Motion carried by voice vote.

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

\$ 8,617.84 in Checking
67,539.41 in General Savings
71,374.18 in Tax Collection (\$344 is dog licenses)
54,100.88 in Truck & Equipment
\$ 201,632.31 Total available

\$0.46 interest.

Motion by Lambert, seconded by Hasse, to pay the audited bills of \$13,324.05, accept the Treasurer's Report, and transfer \$7,000 from General Savings. Motion carried by voice vote.

Revenues received since the May meeting were \$713.35.

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

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

Hasse has paperwork from both Monroe Airport and WISDOT

Conditional Use permit was approved at the May 2019 Town Board meeting and all conditions have been met as requested at the May meeting.

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

Planning Commission met with Dennis again and recommended approval with note of the north driveway being removed before security deposit is returned after construction has been completed. Motion by Hasse, seconded by Lambert to approve driveway permit and completed copies given to Dennis Balsiger.

Discussion/possible action on Conditional Use Permit from Jim Becker for processing HEMP at his building located at W5241 County Hwy KK

Jim was present at meeting and explained that HEMP processing would take place in old County KK building and run as a WI Corporation – Advanced Hemp Processing LLC.

Fenced in, security cameras, purchases from local farmers. Non chemical process. Not heated as you would lose the better qualities of the CBD. Bio product would be made into pellets so environmentally friendly. Five full-time employees with additional part-time and seasonal employees projected. Hours of operation: 7 a.m. to 5 p.m. with extra hours at harvest, as needed.

Hasse asked about fire considerations? Per Jim the only thing added is water in a recirculating system.

Hasse asked if this would be a 12 month long process or shorter? Yes, year round processing is the intention. Can take some of the product in, freeze it, and store it elsewhere to process in the off season.

Lambert's question was that in the future would this only be for CBD use or would it change in the future? At this time, that is his intention to be for CBD use only, but if laws would change, it may be unknown. License application is for industrial HEMP only. Is not interested in medical marijuana processing.

Steve Gorton asked about end product is an oil. Per Jim, the process he is looking at could be additional Selling this to whom? Selling it wholesale to packers, etc.

Selling pellets to whom? Jim Becker cannot sell directly out of his facility, so would sell it wholesale. Equipment is unique but not wanting a lot of people in the facility.

Regulatory permits? Yes, that permit – to grow, permit to process is from the State of WI and issued/renewed on an annual basis.

Since Monroe is so close to IL, may have farmers from IL as well. No bank loans – 100% private funded. No caps on permit for production.

Motion by Hasse, seconded by Lambert to approve Conditional Use Permit to use building on W5241 County Hwy KK to be used as a processing HEMP facility. County form signed by Hasse for Jim Becker to return to Green County Zoning Dept for a public hearing to be scheduled.

Discussion/possible action on purchase of a new Tiger mower for town use

Jeff Lanz tested the mower and came up with the following. Pros: mows 1 ½ feet wider, so only takes 1 pass instead of 2; easier to grease; can go ½ mile faster; when come to signs is easier and saves 5 minutes every time come to a sign; mows banks easier. Cons: has to move closer to the ditch to mow even along the bank so needs to be careful on cross culverts; cannot mow backwards; if would need to replace teeth (68) that would be cumbersome. Pros outweigh the cons. Well built.

Lambert expressed concern about the cost (\$15,000-\$20,000) as he would prefer to see a shop building instead, so would like to see if could find a used one online. Lambert will search for one and work with Jeff.

Archie @ Serwe Implement – Jeff will contact him about using it for 40 hours on machine and a couple clips broke to see if we would owe anything for testing it.

Discussion/possible action on Alcohol Beverage License Applications – 5 businesses

Motion by Lambert, seconded by Hasse to approve applications as submitted by Monroe Beverage Mart, Sir Buk's, Ravine Ball Park, Monroe Den, and Junction House. Notice published in paper on June 8, 2019. Licenses will be distributed at the time of money being collected.

Discussion/possible action on Driveway Ordinance revised and submitted to Board by the Planning Commission

Planning Commission submitted Driveway Ordinance and Road Ordinance for review to the Board.

Board has not had a chance to review yet. Hasse proposed that each board member review the ordinances and make comments back directly to the Planning Commission. This is to ensure that any verbage required is not missing. Hasse requested that Jeff Lanz receive a copy of these as well. Lambert forwarded to Jeff Lanz a copy as well during the meeting.

Planning Commission Report - Progress of Month's Business

Balsinger driveway permit approved.

Bug Tussel process has gone well.

Road/Maintenance Report - Progress of Month's Business

City sealed 14th Avenue

Triangle Truck – Int'l when serviced didn't change all the filters; check engine light for service; has ram leaking and can't get pins loose so asking to take to Davis Welding – yes, per Board members present.

Extreme Upholstery – seat for the Int'l needs to be repaired and will take about a week

Big tree on Wald Rd – needed additional 2 guys to help to clean up, besides Jeff

Tree on Center Rd – Spotts took care of and Jeff only needed to chip it up

Hasse will call resident on Aebly Rd to check when the driveway will be asphalted.

Sloan Implement recalls – will call to make sure that the latest notice was already taken care of

On vacation next week, so Ed will patrol on Monday and be available for calls, Ron is next on list. Ron doesn't want to snowplow this winter, so up to Board to find additional snowplow drivers.

Next year – roads prepped this year, will be sealed next year

Chairman's Report - Progress of Month's Business

T.R.I.P. money – email sounded like approval from State but County Hwy Commissioner indicated he had to resubmit.

Only one Fireworks permit approved so far.

WISLR day class/seminar that if Jeff Lanz would want to attend, it would be paid for by Town.

Rural Tanker District would like to meet in July to review contract to discuss and then get back to the City with proposals – Hasse will suggest some dates and see what works best

Town of Clarno questioned the 25 speed limit sign we put up has said years ago the Sheriff's Dept couldn't enforce. Jeff ensured Board that we are within state regulations. Hasse will check further with the Sheriff's Dept

Sign on Sunset Hills – Todd will send me the name for billing out.

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

- Reviewed paperwork from businesses renewing Alcohol Beverage Licenses and licenses ready for disbursement to businesses starting tomorrow
- Voter registration cards being mailed out again to anyone who hasn't voted in the last 4 years. Due back by 7/31/19. The new Green County Deputy Clerk sent email that if we were comfortable entering ourself to go ahead, but this was always turned in to County before so I will continue to do that.
- Green County Zoning Dept has public hearing on 7/8/19 at 4 p.m. regarding proposed change to sanitary code regulations. This is in regards to the fee for the private sewage system maintenance every 3 years – charged \$30 and form needs to be returned to County. They are proposing a special assessment of \$10 every year on the tax bills. All calls can be referred to G.C. Zoning Dept. If this passes, I thought it may be a good idea to make a note on the tax insert to help answer any questions.
- Continue to enter information for deposits, checks written by hand, etc into QB so hope to have everything up to date and bank accounts reconciled on QB by end of summer to give you better reports for Treasurer's report
- Outside light has been changed to an LED so should notice it to be more energy efficient – illuminates more of the parking lot so hopefully a safety feature as well
- Still waiting for payments from Town of Sylvester, Town of Clarno, Flying Eagle
- I will be on vacation from June 29th – July 7th, so little to no communication/assistance for anything that may come up
- 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. – called Rena Konig on 6/24/19 to discuss above information and referred her to revenue.wi.gov and Fact Sheet 3101. She will call if she has questions in the future.

Next regular monthly board meeting is scheduled for Wednesday, July 17, 2019, at 7:00 p.m.

August monthly board meeting tentatively scheduled for Thursday, August 15, 2019 at 7:00 p.m.

Motion by Hasse, seconded by Lambert to adjourn at 9:05 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer