

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

**TOWN OF MONROE**  
**Thursday, March 19, 2020 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 March 16, 2020, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center. WEKZ and the Monroe Times were notified.

Board members present: Todd Hasse, Chad Spotts, Mike Lambert, Peggy Murphy

Other attendees: Werner Vogel, Wilma Vogel, Jeff Lanz, Phil Vosberg, Jeff Lanz, Brad Bennett

Minutes of the February 20, 2020, regular monthly meeting were sent to Town Board members and will be posted on the website upon approval at this meeting. Motion by Spotts, seconded by Lambert to accept regular monthly meeting minutes. Motion carried by voice vote.

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

\$	2,343.67	in Checking
	64,091.37	in General Savings
	186,054.30	in Tax Collection
	88,543.90	in Truck & Equipment
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\$	341,033.24	Total available

Motion by Spotts, seconded by Lambert, to pay the audited bills of \$44,044.50 accept the Treasurer's Report, and transfer \$49,000 from Tax Collection to Checking. Motion carried by voice vote. Revenues received since the February meeting were \$242.00.

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

**Discussion/possible action on adopting ordinance to give Clerk permission to issue provisional liquor licenses**

Based on advise from WI Towns Association, Board would need to adopt an ordinance to give Clerk permission to issue provisional liquor and/or operators licenses if needed, between regular town board meetings for Board approval. The provisional timeframe is up to 60 days or when the regular license is issued by the Board.

Motion by Lambert, seconded by Hasse to approve adopting the ordinance. Signatures listed on ordinance were secured at the meeting. Ordinance needs to be posted in 3 places within 30 days of adoption. Clerk will also post on the town website.

**Discussion/possible action on new Alcohol Beverage License Application for C&B Bennett, LLC dba Bennett's Junction House**

Brad Bennett attended the meeting and had the necessary forms complete, with a couple questions. What constitutes a "game". Clerk will look to see if the original ordinance can be found to clarify what a "game" entails. This will need to be looked at before the liquor license renewals in June.

Motion by Spotts, seconded by Lambert to approve new alcohol beverage license application for C&B Bennett, LLC dba Bennett's Junction House contingent on the sale of Junction House on April 15<sup>th</sup>. Board will waive fees for now and at renewal time before June 30<sup>th</sup> will have a new fee schedule.

What constitutes "games" this is decided by Board (video poker, pool table, dart board)

Ordinance needs to be looked at as to what is listed as "games" to clarify for renewals in June.

**Discussion/possible action on Land Division request from Werner Vogel on Lands in Section 30**

Werner and Wilma Vogel were both present at the meeting and supplied survey maps to show where the land division would occur. The northwest corner of property, renter is now buying the farm and the Vogel's would keep four acres which is only timber at this time.

Per Hasse, there is a 35 acre requirement by the County that requires this land division request.

Motion by Spotts, seconded by Lambert to approve the land division request.

### **Planning Commission Report** - Progress of Month's Business

Stuart Grossen contacted Phil Vosberg to inspect potential driveway in Sunset Hills subdivision, Phil let him know that the land owner needs to be present.

Meeting held on March 12<sup>th</sup> to review driveway ordinance and road ordinance. At the meeting, details clarified with the Board members present, to make the ordinance easier to understand. Planning Commission is ready to send revised document to the attorney, with Board's approval.

P.C. would also like to have the attorney look at NFPA requirements again for both ordinances, and clarification on bridge engineering.

Motion by Lambert, seconded by Spotts to approve sending the existing draft of Road Ordinance and Driveway Ordinance to the attorney for legal review.

(7 houses per ½ mile before town will take over a subdivision road maintenance)

### **Road/Maintenance** – Progress of Month's Business

Radiator on truck at Triangle is still there. The other repairs Jeff can do but will hold off until we know what to do this year.

Sterling has some repairs but will hold off until later this year.

Met with Carl @ Scott Construction to discuss some roads and how many miles they could do for \$100,000 - about 6 miles and asked him to estimate: Vogel Road, Indergand Lane, west 7<sup>th</sup> Street, Wald Rd, Youth Cabin, Hill Lane, Smock Valley Rd portion, north end of Aebly. Possibly sealcoat end of June but would need the County to paver patch before that timeframe.

### **Chairman's Report** - Progress of Month's Business

Board to look at roads within next two weeks.

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

UW Extension water testing collection kits drop off and pick up went well; had a total of 12 kits. They are offering an educational program in April to discuss results of the tests.

WI Towns Association district meeting last Friday – the afternoon session did not have two state dept representatives due to restrictions starting, so last afternoon session for these meetings.

April election will see higher than normal absentee voters, with additional precautions to be taken on election day. Email from Green County Clerk's office that per state statute, need to adhere postage to return envelope as well – hadn't done this before, didn't know about this requirement. Absentee ballot envelopes – county ran out but have a supply again and will have a larger supply next week.

Mike @ Buteyn-Peterson Construction Company stopped by earlier today to ask if we would be willing to allow an approx. 30' job trailer to be parked here from April -July (maybe as early as the end of March), would have weekly meetings with ½ dozen people-DOT would work out of the trailer, looking for a central location to finishing the roads (Hwy 59, 11, 81), willing to pay a couple hundred dollars, and would need electricity to run air/heat/copier/computers/etc. Has touched base with a few other places so thought he would stop and ask if it would be a possibility.

Reminder: Open Book – 4/14 from 8-10 a.m. (do not need to be present) and Board of Review, 5/27 from 6-8 p.m. (need Board present)

If still considering changing the Clerk/Treasurer position from elected to appointed, there are some subtle changes – ex. Board of Review –

Need 70 days before election date to have a referendum on the ballot (needs to be decided in June to be on August ballot).

Board question: What if would be appointed and then go back to elected? Would that take a referendum as well? Clerk will need to look into and report back.

Look into appointment terms for Planning Commission as well.

Next regular monthly board meeting is scheduled for Tuesday, April 21, 2020 at 6:30 p.m. for annual meeting and regular board meeting to follow.

Tentative regular monthly board meeting for May is scheduled for Thursday, May 21, 2020 at 7:00 p.m.

Motion by Hasse, seconded by Lambert to adjourn at 8:57 p.m. Motion carried.

**Peggy Murphy, Clerk/Treasurer**