

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
May 9, 2012
Minutes**

Call to Order: Chair Truttmann called the meeting to order at 7:00 p.m. Present: Kevin Budsberg and Roger Truttmann. Absent: Peg Kruse. Others: Chief Burt Boldebeck, Public Works/Utility Supervisor Scott Jelle and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Roger Truttmann. Motion carried.

Approval of 4/11/12 Minutes: Motion by Kevin Budsberg to approve the minutes of 4/11/12, second by Roger Truttmann. Motion carried.

Public Safety

Recommendation: Operator License to Expire 6/30/13 to: Heath Siegenthaler; Leslie Kanter: Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of operator licenses to expire 6/30/13 for Heath Siegenthaler; Leslie Kanter. Motion carried.

Recommendation: Operator License to Expire 6/30/14 to: Sandy Jo Brunner; Judith Ziltner; Kristina Ziltner; Jon Ziltner; Wayne Prisk; Stephen Gmur; Sandra Rahberger; Deborah Nash; Jennifer Stephenson; Jillian Nelson; Barbara Eckert; Erin O'Dea; Anjanette Kammes; Heather Halverson: Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of operator licenses to expire 6/30/14 for Sandy Jo Brunner; Judith Ziltner; Kristina Ziltner; Jon Ziltner; Wayne Prisk; Stephen Gmur; Sandra Rahberger; Deborah Nash; Jennifer Stephenson; Jillian Nelson; Barbara Eckert; Erin O'Dea; Anjanette Kammes; Heather Halverson . Motion carried.

Recommendation: Miscellaneous Licenses to Expire 6/30/13: Sportsman's of New Glarus, Inc. (pool table); Tofflers Entertainment, LLC (pool table); Ott Haus Pub & Grill (pool table): Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of miscellaneous licenses for Sportsman's of New Glarus, Inc. (pool table); Tofflers Entertainment, LLC (pool table); Ott Haus Pub & Grill (pool table). Motion carried.

Recommendation: Class B Beer/Liquor to Expire 6/30/13: Sportsman's of New Glarus, Inc., Glarner Enterprises, Inc.; Tofflers Entertainment, LLC; Ott Haus Pub, Inc.: Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of Class B Beer/Liquor to Expire 6/30/13 for Sportsman's of New Glarus, Inc., Glarner Enterprises, Inc.; Tofflers Entertainment, LLC; Ott Haus Pub, Inc. Motion carried.

Recommendation: Class A Beer/Liquor to Expire 6/30/13: New Glarus Mobil Mart, LLC; Blanchardville Co-op Oil Association; New Glarus Hometown Foods, Inc. (Roy's Market): Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of Class A Beer/Liquor to Expire 6/30/13 for New Glarus Mobil Mart, LLC; Blanchardville Co-op Oil Association; New Glarus Hometown Foods, Inc. (Roy's Market). Motion carried.

Recommendation: Tobacco Licenses to Expire 6/30/13: New Glarus Mobil Mart, LLC; Blanchardville Co-op Oil Association; Tofflers Entertainment, LLC; Ott Haus Pub Inc.: Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of Tobacco Licenses to Expire 6/30/13 for New Glarus Mobil Mart, LLC; Blanchardville Co-op Oil Association; Tofflers Entertainment, LLC; Ott Haus Pub Inc. Motion carried.

Recommendation: Temporary Beer Licenses for New Glarus Chamber [Polkafest 6/8/12 – 6/10/12]; [Taste of New Glarus 6/23/12]: These are the annual applications for the Chamber of Commerce to serve beer at Polka Fest and the Taste of New Glarus. This Polka Fest application includes the addition of 10 microbrews serving beer samples outside of the tent on 1st Street in the areas designated on the attached map. All alcohol sales will occur under the tent. Motion by Kevin Budsberg, second by Roger Truttmann to recommend approval of the temporary beer licenses for New Glarus Chamber for Polkafest (6/8/12-6/10/12) and Taste of New Glarus (6/23/12). Motion carried.

Recommendation: Street Use Permits for New Glarus Chamber to include Open Intoxicants & Amplifying Devices [Polkafest 6/7/12 – 6/11/12]; [Taste of New Glarus 6/23/12]: These are the annual applications for the New Glarus Chamber of Commerce for Polka Fest and Taste of New Glarus. The application includes the use of amplified devices and open intoxicants. As in previous years the limits of the open intoxicants were approved by the Police Department and will be marked with signs. For Polka Fest there will be additional vendors in the Village Parking lot along Railroad Street next to Brenda's Blumenladen and the applications requests open intoxicants in the parking lot as well. Staff is researching whether or not crossing the STH 39 is acceptable to the State. Motion by Kevin Budsberg, second by Roger Truttman to recommend approval of Street Use Permits for New Glarus Chamber to include Open Intoxicants & Amplifying Devices for Polkafest (6/7/12 – 6/11/12) and Taste of New Glarus (6/23/12). Motion carried.

Monthly Police Report: Chief Boldebeck presented the highlights of the monthly police report.

Public Works

Utility Financials: The Committee discussed the utility financials.

Recommendation: Streambank Management Grant Application: The committee reviewed the streambank management application from the Rosa Bahler Trust. The application included proof of being approved for a grant through the Natural Resource Service Center. The committee discussed that the property is not developed and has no utility service it does not contribute to the stormwater utility fund. Motion by Kevin Budsberg, second by Roger Truttman to recommend denial of the streambank management application because the property does not contribute towards the stormwater utility. Motion carried.

Recommendation: Annual Capital Improvement Projects: The committee reviewed the list of capital improvement projects and funding sources for 2012. The anticipated project costs total \$108,756 leaving a balance of \$32,864.19 in the street sinking fund. The committee discussed other minor maintenance projects and expressed a desire to have additional crack filling projects done this year if room can be found in the budget. Motion by Kevin Budsberg, second by Roger Truttman to recommend approval of the capital projects as listed in the amount of \$108,756. Motion carried.

Discussion: 5-Year Capital Improvement Plan: The committee reviewed the 5-Year Capital Improvement Plan (CIP) drafted by Public Works/Utility Director and Administrator Owen. The project plan includes minor maintenance projects as well as major street reconstructions. The projects in the 5-year CIP are included in the 5-year Financial Plan that will be reviewed by the Village Board at a future meeting. Public Works/Utility Supervisor Jelle added that some additional projects will need to be added to this list to replace water main that is over 100 years old. Jelle noted that almost all municipalities are facing the issue of finding the funding to replace aging infrastructure.

Recommendation: Loan Agreement with New Glarus Fire District: The committee reviewed the loan agreement providing the Fire District with a 5-year loan at 0% to cover the balance of costs of their solar panels. When the Fire District originally agreed to proceed with their solar panel project all but \$5,000 was going to be paid for by funding from WPPI, Focus on Energy and New Glarus Utilities. To make up this gap the Fire District, through the Village would apply for a 0% loan through WPPI. When the project was complete the final remaining balance was only \$3,976 and the WPPI loan is only for amounts over \$5,000. Staff has worked with WPPI to provide the loan from the Commitment to Community fund. The loan would be repaid along with the District's utility bill making minimal additional work for staff and has no pre-payment penalty allowing for full re-payment of the loan by the district at anytime. The loan would be repaid along with the District's utility bill making minimal additional work for staff and has no pre-payment penalty allowing for full re-payment of the loan by the district at anytime. Motion by Roger Truttman, second by Kevin Budsberg to recommend approval of the loan agreement with the New Glarus Fire District. Motion carried.

Announcement: Presentation on AMI System: Utility Supervisor Scott Jelle announce that he has arranged for a presentation on AMI by Sensus USA at the June 5th Village Board meeting.

Adjournment: Motion by Kevin Budsberg to adjourn, second by Roger Truttman. Motion carried. Time: 7:46 p.m. The next committee meeting was set for Wednesday, June 13, 2012, at 7:00 p.m.

Nicholas Owen

VILLAGE OF NEW GLARUS

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING

April 11, 2012

Minutes

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Sheri Kanter (New Glarus Vision Committee), Tom Myers (LSI), Chief Burt Boldebuck, Public Works/Utility Supervisor Scott Jelle and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Peg Kruse. Motion carried.

Approval of 3/14/12 Minutes: Motion by Kevin Budsberg to approve the minutes of 3/14/12, second by Peg Kruse. Motion carried.

Public Safety

Recommendation: Operator License to Expire 6/30/13 to: Craig Shea; Jean Duerst; Melissa Thompson; Jennifer Lewke; Jeremy Bigler: Motion by Kevin Budsberg to recommend approval of the licenses for Duerst, Thompson, Lewke and Bigler and denial of the license for Shea due to the withholding of information, second by Peg Kruse. Motion carried.

Recommendation: Operator License to Expire 6/30/14 to: Steven Anderegg; Melissa Grainger; Betty Everson; Jolene Krychowiak; Rosemary Schiltz: Motion by Peg Kruse to recommend approval of the operator licenses to expire 6/30/14, second by Kevin Budsberg. Motion carried.

Recommendation: Miscellaneous Licenses to Expire 6/30/13: Firefly Park LLC [Mobile Home Park]: Motion by Kevin Budsberg to recommend approval of the mobile home park license for Firefly Park LLC, second by Peg Kruse. Motion carried.

Recommendation: Temporary Beer/Wine License for New Glarus Vision [Musicfest 5/25-28/12]: This is the annual application for serving beer and wine for Music Fest. Alcohol will only be permitted in the fenced in area on 4th Avenue. Motion by Kevin Budsberg to recommend approval of the Temporary Beer/Wine License for New Glarus Vision for Music Fest for 5/25-28/12, second by Peg Kruse. Motion carried.

Recommendation: Special Event Permit [Musicfest 5/24-28/12]: This is the annual special events permit application for Music fest. The application includes amplified music, serving of alcohol in a tent on 4th Avenue and the use of Village Park and Glarner Park for events and rides. Alcohol will only be allowed in the fenced in area on 4th Avenue. The application is complete with all proper signatures and a certificate of insurance will be provided. Sheri Kanter requested an addition to the application to allow a helicopter to land at Glarner Park in coordination with an EMS Open House on 5/28/12 until 5:00 p.m. The committee briefly discussed the hours for music and the tent and determined it is consistent with the hours from last year. Motion by Kevin Budsberg to recommend approval of the Special Event Permit for New Glarus Vision for Music Fest for 5/25-28/12 contingent on receipt of certificate of insurance, second by Roger Truttman. Motion carried.

Recommendation: Street Use Permit for Stuessy-Kuenzi [Veterans Memorial Day Parade 5/28/12]: This is the annual application for the Memorial Day Parade. The application is complete with all signatures, if approved the Police Department will need to apply with the state for the crossing of STH 39. Motion by Peg Kruse to recommend approval of the Street Use Permit for Stuessy-Kuenzi for the Memorial Day Parade on 5/28/12, second by Kevin Budsberg. Motion carried.

Monthly Police Report: Chief Boldebuck presented the highlights of the monthly police report. Boldebuck noted he has received letters of appreciation for the efforts of Officers Kruser and Conway in the last months.

Public Works

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Correction of Billing for Effluent at LSI: Utility Supervisor Jelle provided a background of the request and provided a spreadsheet detailing that for the period of the correction request from LSI (May – August of 2011). During this period the sewer usage showed it was higher than water usage. The sheet also showed that after the flow meter was installed and properly calibrated their average monthly sewer use was 40% lower than the water use. Staff has met with LSI to determine that the flow meter is working properly and that LSI has proved that the readings from May – August of 2011 were inaccurate. Based on this staff and Village Engineers are comfortable with the request for correction. Kevin Budsberg noted he had 4 issues with the request; the billing arrangement was agreed upon by LSI, LSI was responsible for maintaining the meter, no other customer is able to choose their billing procedure and LSI has been given a break on a similar issue before. Administrator Owen noted that any large industrial customer would be allowed to install a flow meter at their cost to be billed this way. Owen added that there are limited scenarios where corrections are warranted in the water/sewer billing. One would be if a customer has a water break that they can prove does not go through the sewer they can receive a correction for the sewer portion of the bill for the amount of water that was lost through the leak and he likened that situation to what LSI has done. Motion by Peg Kruse to recommend approval of the correction of billing for LSI for \$20,638.10, second by Roger Truttmann. Motion carried with Budsberg opposing.

Discussion: Automated Meter Reading System: Supervisor Jelle provided a brief update on the AMI process and added he is interested in hearing questions on the system from the Trustees. Jelle added that we are arranging second meetings with the two main AMI system companies to obtain more accurate cost estimates. Jelle added that he received a letter expressing concern over the security of the systems and the use of the information. He added that he has information that can address these concerns, the systems are highly secured and there are regulations on how the information from the meters can be used. Jelle added that the AMI systems take one hour snap shots of electric and water use and sends it to the billing collector so there is no way of pinpointing what appliances are being used at a certain time. Jelle also said there is an optional chip that could be added to the meters that allows that customer to view their usage real time, but that is also secured and only the customer can view their usage. Jelle expects to have enough information to have a plan for implementation ready by fall. Administrator Owen added that as more information becomes available staff will work on communicating the AMI system to the public.

Discussion: Summer Street Repairs: Supervisor Jelle has obtained an additional quote of \$18,000 to mill and repave the section of 4th Avenue between Railroad Street and 2nd Street with the rest of the 4th Avenue project. Jelle is also obtaining quotes for milling and repaving the parking area along Railroad by the Village Pool, repaving Railroad Street between 12th and 13th Avenue as well as the annual crack filling and seal coating projects. Once the estimates are received Jelle will work with Administrator Owen and Treasurer Erb to determine which projects will fit in the budget and report back at the next committee meeting.

Adjournment: Motion by Roger Truttmann to adjourn, second by Peg Kruse. Motion carried. Time: 8:07 p.m. The next committee meeting was set for Wednesday, May 9, 2012, at 7:00 p.m.

Nicholas Owen

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
March 20, 2012**

Minutes

Call to Order: Chair Truttman called the meeting to order at 6:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Chief Burt Boldebuck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda, second by Peg Kruse. Motion carried.

Recommendation: Award of Bid for Squad Car: Motion by Kevin Budsberg to recommend award of the squad car bid to New Glarus Motors for a Dodge Charger for \$23,099, second by Peg Kruse. Motion carried.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 6:05 p.m.

Nicholas Owen

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
March 14, 2012
Minutes**

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Kevin Hopkins (Strand Associates) Tom Myers and Tim Arndt (LSI), Jeff Opie (New Glarus Motors), Sgt. Jeff Sturdevant, Chief Burt Boldebuck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Peg Kruse to approve the agenda moving items 7(b) and 6(f) to before item 6, second by Kevin Budsberg. Motion carried.

Approval of 2/15/12 Minutes: Motion by Kevin Budsberg to approve the minutes of 2/15/12, second by Peg Kruse. Motion carried.

Discussion/Recommendation: Correction of Billing for Effluent at LSI: Administrator Owen provided a background for the committee on the effluent meter issue at LSI. After using the effluent meter for measuring and billing outgoing sewer flows at LSI it was discovered that their monthly utility bills had actually increased. It was discovered that the effluent meter installed at LSI was not properly calibrated and was not being properly maintained, causing inaccurate readings. The readings from the sewer meter were showing that effluent flows were higher than their water usage at the plant. After meeting with staff from LSI and performing a calibration test of the meter performed by Strand Engineering, staff is confident that the meter is now properly functioning. LSI has submitted a request for a credit of \$20,638.10 on their utility bill for the period of four months that the effluent meter was being used for billing based on inaccurate readings. The credit amount was calculated by using the incoming water meter for the sewer billing as was done prior to installation of the effluent meter for sewer billing.

Based on the efforts of LSI to ensure that the meter is accurately calibrated and maintained staff and Strand are comfortable allowing the \$20,638.10 credit. Going forward billing for sewer will again be based on the effluent meter and LSI will continue to be required to maintain and ensure that the meter is properly calibrated.

Kevin Budsberg stated he felt it is LSI's responsibility to maintain the meter and questioned the timeline for the request. Tom Myers noted the flow meter was originally installed in fall of 2010 but due to the amount of

turnover with maintenance staff it was not put in operation for billing purposes until April of 2011. At that time LSI's engineers MSB performed a calibration that later was discovered to be inaccurate. Once the issue with the flow meter was discovered LSI worked with Village staff and engineers to correct the problem and assure that the meter is reading correctly. Myers added that part of the lag in the request was that LSI and the Village staff wanted to be sure that the meter was operating correctly for a period of time.

Motion by Kevin Budsberg to deny the request for a billing correction. Motion failed due to lack of a second.

The committee discussed the inaccurate calibration of the meter in April 2011 and LSI's engineer's role in the calibration. Kevin Hopkins stated that from his review of the situation the flow numbers show that amount of flow registered was not possible and that the LSI's credit request seemed reasonable.

Motion by Peg Kruse to table for comment from LSI's engineers on the inaccurate calibration in April of 2011, second by Roger Truttmann. Motion carried with Kevin Budsberg opposing.

Recommendation: Award of Bid for Squad Car: The Village received 7 bids from 3 different dealers for the new squad car. Bids were received on 3 different makes of vehicles, Dodge, Chevrolet and Ford with the low bid being for a Chevrolet Impala for \$21,879. Due to problems with Impala's used for law enforcement staff is recommending purchasing a Dodge Charger. The committee discussed the three bids for the Charger with the preference of dealerships being New Glarus Motors or Kayser in Madison. New Glarus Motors original bid was \$1878 higher than the Kayser bid of \$22,921. After the bids were due New Glarus Motors noticed that they made an error on their original bid including a package that was not listed in the bid specifications, lowering their bid to \$23,099. Consensus of the committee was that they would prefer to work with the local dealer if possible. Administrator Owen requested tabling of the item to allow for research on whether this was allowable under Village code. The committee indicated they would like to hold a special meeting prior to the next board meeting for consideration of the bid. Motion by Kevin Budsberg to recommend tabling for reconsideration, second by Peg Kruse. Motion carried.

Public Safety

Convene into Closed Session: Motion by Kevin Budsberg, second by Peg Kruse to convene into closed session at 7:50 p.m. ROLL CALL VOTE: Kevin Budsberg-yes; Peg Kruse-yes; and Roger Truttmann-yes. Motion carried.

Reconvene into Open Session: Motion by Kevin Budsberg, second by Peg Kruse to reconvene into open session at 7:54 p.m. ROLL CALL VOTE: Kevin Budsberg-yes; Peg Kruse-yes; and Roger Truttmann-yes. Motion carried.

Results of Closed Session: Recommendation: Appointment of 11 Month Police Officer: Motion by Kevin Budsberg to recommend appointment of Greg Anderson to the 11 month police officer position, second by Peg Kruse. Motion carried. Chief Boldebeck noted Anderson would be required to complete the mandatory 2-3 month field training program prior to being on solo patrol.

Recommendation: Temporary Wine License to Monroe Clinic & Hospital Foundation (4/26/12): The application is for serving of wine for an event at the New Glarus branch of the Monroe Clinic. The application was complete with all proper signatures. Motion by Kevin Budsberg to recommend approval of the temporary wine license for the Monroe Clinic & Hospital Foundation, second by Peg Kruse. Motion carried.

Recommendation: Operator License to Expire 6/30/12 to Ellie Mae Erdman: Motion by Peg Kruse to recommend approval of the operator license for Erdman, second by Kevin Budsberg. Motion carried.

Recommendation: Ordinance 12-05/Unregistered Vehicles: Chief Boldebeck provided the background for the proposed ordinance allowing the police to ticket and tow unregistered vehicles parked on Village Streets.

Boldebuck added that the last sentence relating to fines should just read “Recommended Fine: \$50.”, the reminder of the sentence should be deleted. Motion by Kevin Budsberg to recommend approval of Ordinance 12-05/Unregistered Vehicles with the fee limit of \$50, second by Peg Kruse. Motion carried.

Monthly Police Report: Chief Boldebuck presented the highlights of the monthly police report. The committee viewed a video of an officer responding to a call from the dash cam recording device and Boldebuck discussed the policy for retaining video.

Public Works

Utility Financials: The Committee discussed the utility financials. Administrator Owen noted that the water utility is doing well so far this year after December’s rate increase and that moratorium on electric disconnects is April 15.

Discussion/Recommendation: Resolution 12-07 Creating Cost Share Program Streambank Improvement: The committee reviewed draft resolution 12-07 establishing a cost share program for streambank improvement projects. The resolution details the application procedure as well as the Village’s annual maximum cost share of \$5,000. Since the last meeting the Village did receive notice that we were approved for our application for streambank work for a total cost share from the County of \$3,550. Using the 70/30 cost share formula the Village’s estimated unreimbursed cost for the project will be \$1,065. Motion by Kevin Budsberg to recommend approval of resolution 12-07 Streambank Improvement Cost Share Program, second by Peg Kruse. Motion carried.

Discussion: Automated Meter Reading System: Administrator Owen reported that utility staff has been researching purchasing an automated meter reading system. Several factors contributing to the decision to research a switch to automated reading system including: WPPI is currently offering grant and loan programs to their members and Badger Meter, the company which we purchase water meters from are no longer manufacturing the water meters we currently use.

There are currently two types of automated systems, Automated Meter Reading (AMR) which the meters allow utility staff to read meters by driving through the Village obtaining readings electronically from each meter and Automated Meter Information (AMI) a system where meter readings are transmitted directly to WPPI’s office and can be read through computer software. WPPI performed a detailed research of the various programs are recommending that member that are switching to an automated system use the AMI system. They feel AMR systems are dated and with the availability and benefits of AMI technology meter manufactures are going away from the AMR systems. The estimated cost for the switch to AMI is \$257,400 for the electric meters and collection point for the information. Water meters are not included in this estimate and we currently do not have estimates on the cost for water meters.

Also with the switch to an AMI system the Utility would need to upgrade its current billing/financial software; WPPI will provide a grant to cover the full cost of this upgrade. A big concern for Utility staff is the water utilities ability to handle the additional cost of upgrading the water meters. WPPI has a loan program that would provide a 10-year no-interest loan to cover the water utilities costs for meter upgrades.

New Glarus is not alone in researching the switch to automated metering systems; Monroe, Monticello and Mt. Horeb are all in the process of researching this switch. There was also an article in the Wisconsin State Journal about Madison’s water utility researching the switch as well.

No action is required at this time, staff just wanted to provide the committee information on the possible change.

Discussion: Summer Street Repairs: The committee reviewed the proposed lists of street maintenance projects for the summer: mill and repave; 4th Avenue between 2nd Street and 6th Street, 1st Street between 5th Avenue and 6th Avenue and 14th Avenue between 69 and 2nd Street , along with general maintenance. Staff is working

on obtaining quotes from the Green County Highway department and private contractors for the mill and repaves projects. The Village also has \$28,287.19 in grant funding from the State of Wisconsin Local Roads Improvement Program to use towards these projects.

Update on Village Hall Repairs: Staff has accepted the proposal for providing ADA assist motors for the front doors at Village Hall. The equipment for the upgrade has been ordered.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 8:37 p.m. A special committee meeting was scheduled for Tuesday March 20th at 6:00 p.m., the next regularly scheduled committee meeting was set for Wednesday, April 11, 2012, at 7:00 p.m.

Nicholas Owen

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
February 15, 2012
Minutes**

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Ben Kahl, Chief Burt Boldebuck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda, second by Peg Kruse. Motion carried.

Approval of 1/11/12 Minutes: Motion by Peg Kruse to approve the minutes of 1/11/12, second by Kevin Budsberg. Motion carried.

Public Safety

Recommendation: Appointment of Part-Time Police Officer: Chief Boldebuck has finalized the background check and is recommending hiring Sean Pringle as a part-time police officer. The pay rate will be \$16.58/hour. Motion by Peg Kruse to recommend appointment of Sean Pringle as a part-time police officer, second by Kevin Budsberg. Motion carried.

Update: Appointment of 11 Month Police Officer: Staff has developed a timeline for hiring the 11 month police officer position. Staff will conduct a first round of interviews the week of February 20th, second round of interviews the week of February 27th and a psychological profile examination the week of March 5th to make a recommendation on appointment at the March 14th Public Works/Public Safety committee meeting.

Recommendation: Street Use Permit: AROC Wisconsin [5/2/12]: This as an annual application for the use of Elmer Road and Kubly Road for a timed road race event. There have been no issues in the past, the application was complete with all proper signatures and an updated certificate of insurance will be presented prior to the event. Chief Boldebuck added that he put a note on the permit asking AROC to contact the Green County Sheriff's Department regarding their use of town roads. Motion by Kevin Budsberg to recommend approval of the street use permit for AROC Wisconsin for 5/2/12 contingent on receipt of certificate of insurance, second by Peg Kruse. Motion carried.

Recommendation: Temporary Alcohol License: New Glarus Fire Department (3/24/12): This is an annual application for serving beer and wine at the Firemen's Supper. There have been no issues with this event in the past and the application is complete with all proper signatures. Motion by Peg Kruse to recommend approval of the temporary alcohol license for New Glarus Fire Department for 3/24/12, second by Kevin Budsberg. Motion carried.

Monthly Police Report: Chief Boldebuck presented the highlights of the monthly police report.

Public Works

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Request for Abandonment of Utility Easement: Ben Kahl has submitted a request for abandonment of utility easements on his properties in the Tower Heights subdivision. When the subdivision plat was approved in 1974 the easements ran along the southern and western edges of Kahl's property, however when the utilities were installed in 1976 they were installed in the road right-of-way of 10th Avenue. Consensus of the committee was since the existing homes were served off the road right of way and plats for future subdivisions would include utility easements to serve those properties it would not have a negative effect on the Village if these easements were vacated. Motion by Peg Kruse to recommend abandonment of the utility easement as requested by Kahl, second by Kevin Budsberg. Motion carried.

Discussion/Recommendation: Ordinance Prohibiting Parking (Valle Tell Soccer Park): After receiving complaints regarding traffic, parking and pedestrian safety Village staff met with a representative of the New Glarus Youth Soccer committee regarding a solution for Elmer Road on game days. Staff came up with having a no parking area added at on the west side of Elmer Road abutting the soccer field at its northern intersection with Valle Tell Drive. This would allow for better visibility of pedestrian traffic in this area. Administrator Owen added that he will work with Public Works Supervisor Jelle to determine the exact distance of the no parking area. Motion by Kevin Budsberg to recommend approval of the no parking area at Valle Tell Park upon confirmation of exact area by staff, second by Peg Kruse. Motion carried.

Discussion/Recommendation: Covering Landowner Cost of Streambank Improvements: Administrator Owen reported Chris Newberry of the Green County Land and Water Conservation Department (LWC) has met with staff regarding streambank improvements on the Little Sugar River at the Valle Tell Soccer Park. In this area the Village only owns land on one side of the stream. The LWC provides grants for up to 70% of the cost of the project and looks more favorably on projects where both sides of the streambank are improved rather than just one side. In order to provide an incentive for landowners to participate staff discussed drafting a policy to use money from the Stormwater Utility to fund the landowners 30% match for the grant. Staff anticipates a maximum cost of the Village of around \$5,000 per year and properties that receive an exemption under the storm water utility would not be eligible for Village funding. Motion by Kevin Budsberg to recommend proceeding with development of a policy on streambank project funding, second by Peg Kruse. Motion carried.

Update/Discussion: Green County Landfill: Administrator Owen will be sending a letter to Green County expressing the Village's support for the landfill and requesting additional information regarding the effects of the drop in tonnage on the landfill's operations and the cost for long-term monitoring at the landfill site.

Update on Snow Pusher: Administrator Owen reported the snow pusher was received on January 20th and has worked well for snow clean up.

Update on Village Hall Repairs: Staff has met with a contractor regarding the installation of ADA opening assist front doors at Village hall. Initial estimates for the assist opening devices on two of the front doors are around \$5,000. The contractor noted that even with the assist open front doors the entrance does not have sufficient room to meet ADA standards.

Adjournment: Motion by Peg Kruse to adjourn, second by Roger Truttmann. Motion carried. Time: 7:55 p.m. The next Committee Meeting was set for Wednesday, March 14, 2012, at 7:00 p.m.

Nicholas Owen

VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
January 11, 2012
Minutes

Call to Order: Chair Truttmann called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttmann. Others: Public Works/Utility Director Scott Jelle, Chief Burt Boldebeck, Village President Jim Salter and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda, second by Peg Kruse. Motion carried.

Approval of 12/14/11 Minutes: Motion by Kevin Budsberg to approve the minutes, second by Peg Kruse. Motion carried.

Public Safety

Update: Hiring Additional Part-Time Police Officer: Chief Boldebuck is currently performing the background check on the next person on the eligibility list for part-time officers and anticipates a recommendation on hiring for the February committee meeting. The application period for the 11 month position closes on January 19th. The committee indicated they would be open to a special committee meeting prior to a board meeting to speed up the process of hiring either position.

Monthly Police Report: Chief Boldebuck presented the highlights of the monthly police report. The committee acknowledged Sgt. Sturdevant for his efforts assisting SLANT with a search warrant and the overall effort from the department while being short staffed. Boldebuck added that he would also be working on a annual report for the department.

Public Works

Utility Financials: The Committee discussed the utility financials.

Recommendation: Appointment of Public Works Laborer: The Village received 67 applications for the public works laborer position. We were fortunate to receive many qualified candidates and have interviewed four finalists. Staff recommends hiring Kevin Komprood to the position of laborer II. Motion by Kevin Budsberg to recommend hiring of Kevin Komprood as laborer II, second by Peg Kruse. Motion carried.

Update on Public Works Equipment Purchases: Pickup Truck and Snow Pusher: The new pickup truck was received the last week of December and the snow pusher was originally anticipated to be in the second week of January. We have received notice that Monroe Truck is behind on production and we will now be getting the pusher on January 21st.

Adjournment: Motion by Peg Kruse to adjourn, second by Roger Truttman. Motion carried. Time: 7:28 p.m. The next Committee Meeting was set for Wednesday, February 15, 2012, at 7:00 p.m.

Nicholas Owen

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING