

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, December 17, 2020 Monthly Business Meeting

The meeting was brought to order by Chairman Todd Hasse at 5:30 p.m.

The Clerk verified that the open meeting notices were posted on December 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

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jeff Lanz, Phil Vosberg, James Nolden,

Minutes of the November 19, 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 the regular monthly meeting minutes. Motion carried by voice vote.

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

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|------------------|----------------------|
| \$ 9,930.22 | in Checking |
| 104,737.52 | in General Savings |
| 53,018.92 | in Tax Collection |
| <u>65,660.11</u> | in Truck & Equipment |
| \$ 233,346.77 | Total available |

Motion by Spotts, seconded by Hasse, to pay the audited bills of \$34,816.71 accept the Treasurer's Report, and transfer \$27,000 from General Savings to Checking. Motion carried by voice vote. Revenues received since the November meeting were \$6,001.74.

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

Discussion/possible action on setting a date for 2021 Caucus (between January 2nd and January 21st -- Spring Election is 4/6/21)

Motion by Hasse, seconded by Lambert to have the Caucus take place on January 21, 2021, at 5:30 p.m. with the regular town board meeting to follow. Carried by voice vote.

Discussion/possible action on Planning Commission member terms and renewal of appointments (need to renew Phil Vosberg, Rich Schindler, Werner Vogel, and Jim Schindler)

Motion by Spotts, seconded by Lambert to renew the above listed Planning Commission members for a 3 year term effective 1/1/2021. Carried by voice vote.

Discussion/possible action on Green County ATV request to make township road official road routes which would allow ATV and UTV's to legally ride on these roads

Dick Wytenbach with Green County ATV club link Albany, Monticello, Brodhead – Decatur opened up, Clarno partial opened up,

Working mainly with Green County and would like for residents and visitors to be able to access businesses and ATV trails without trailoring. Handed out examples of what Grant and Lafayette Counties made rules on controlling what happens on their road.

Any specific roads that the club are looking at? Not specific ones but preferable to have all roads open but municipalities preference. Signs would be provided and posted by the club, not municipalities responsibility.

Question by Lambert: How does insurance responsibility work? Dick: Recreational use exemption applies to municipalities. Do not need to police or monitor.

The process right now is at the step to go before the Public Safety committee in Green County. Highway committee meeting in February 2021 to see if they can proceed.

Hasse asked for Dick to follow-up after the February meeting to let us know if we should look into this further.

Discussion/possible action on Land Division request for a lot line adjustment between two existing lots for Ralph Whitney, located in Section 8, Town of Monroe

Hasse Surveying provided map. Ralph owns Lot 4 and wanted to move the lot line to the east, so bought Lot 5 to move the lot line and has an interested party to purchase the remainder of Lot 5.

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

Discussion/possible action on Fenley Total Inspections LLC assignment of current contract to Scott Jelle, Total Inspection Services LLC, effective 1/1/2021

Letter from Mike Fenley sent to the Town of Monroe for Scott Jelle to take over the current contract we have with Fenley as of January 1, 2021. Verified with Mike about certification for Scott. He doesn't have all the state certifications due to State of WI closing some testing. Mike will cover any certifications that need to be done where Scott doesn't have the official certifications yet.

Motion by Hasse, seconded by Spotts to transfer inspection services over to Scott Jelle with Total Inspection Services. Paperwork was signed and Clerk will get the form returned to Mike Fenley.

Discussion/possible action on driveway permit for James Nolden, N3567 View Point Drive, Lot #9 in Sunset Hills subdivision

James present and had question on size of culvert, thought that an 18" would create too much of a driveway arch. Patrolman, Jeff Lanz will look at this further to see what can be done and what size culvert is recommended.

Motion by Spotts, seconded by Lambert to approve driveway permit application for James Nolden. Approved by voice vote. Todd signed paperwork and gave copy to James for his records.

Discussion/possible action on requesting Planning Commission to schedule a public hearing for the Roadway Ordinance and Driveway Ordinance revisions and approving the revisions to be submitted for legal review

A 30 day notice to be posted in early January for a public hearing in February 2021? For possible adoption in February or March

Motion by Spotts, seconded by Hasse to request Planning Commission to schedule a public hearing to review the revisions to both the Roadway Ordinance and Driveway Ordinance.

Discussion/possible action on vacating Dolan Lane

Motion by Hasse, seconded by Lambert to request Planning Commission to schedule a public hearing to vacate the Dolan Lane road.

Planning Commission Report - Progress of Month's Business

No further items after the Planning Commission meeting last week.

Road/Maintenance – Progress of Month's Business

International replacement – Monroe Truck is about 18 months out for a new one. Board will look into a replacement that may be a couple years old and keep options open to see what may be available next year.

Ed Hille will fill in for Carol Mayer while she is off for a few weeks. May have another gentleman also sit with Ed to ensure we have another backup for future purposes or if it snows on a Wednesday or Saturday, then we have a backup to Ed.

Tony Wilhite went out with Jeff last week to show him the roads and was a good initiation for the first snowstorm. He did well and was on his own in the afternoon.

Chipper has a vibration that is getting worse so may need to be looking for a replacement in the future.

Chairman's Report - Progress of Month's Business

Advanced HVAC – brand new heating unit in shop

Carol Mayer has tested positive – out until 12/30/20

Resolution to be part of the MABAS box system -- Motion by Hasse, seconded by Spotts to accept resolution for MABAS agreement.

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

- Tax bill proofing – Green County Treasurer's office had several problems with the software update required by legislation, so that stalled the process until last week, but many residents have received their tax bill already – You're welcome 😊
- Rekeying the town hall doors – have 15 numbered keys that can be distributed and list of those keys will be kept on file. Not sure if there was a complete misunderstanding but door opens on opposite side of doorframe due to a discussion about the north wind? I don't remember this but it may have been a suggestion from Ray but thought we had determined to keep everything the same. Not possible to change as the door would open inside the building.
- Route to Recovery Program – received reimbursement in full for submitted receipts in the amount of \$16,272.97
- HVAC system is working nicely. Such a comfortable room now!! And loving the hot water in the bathroom!!
- Road security deposit refund for Richard Marti was returned – do we have a current address? Hasse will get for the Clerk
- Paperwork for elected officials has been emailed. If not running for office again, the EL-163 form, Notification of non-candidacy is due back to me by December 25, 2020
- Recent Fire calls – do we process or not? Per Board, do not send a bill on either fire call report
- WI TA Town Advocacy Council membership – do we want to join? Per Board, no.

Next regular monthly board meeting is scheduled for Thursday, January 21, 2021 at 5:30 p.m. Caucus meeting first and then regular monthly board meeting.

Tentative regular monthly board meeting for February 2021 is scheduled for Thursday, February 18, 2021 at 5:30 p.m.

Motion by Hasse, seconded by Lambert to adjourn at 6:56 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer