

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

TOWN OF MONROE
N3302 Monroe Road, Monroe, WI
Thursday, March 17, 2022 Monthly Business Meeting

The meeting was brought to order by Chair, Duane Zimmerman at 5:34 p.m.

The Clerk verified that the open meeting notices were posted on March 16, 2022, on the Town of Monroe website, at the Monroe Town Hall and Recycling Center. WEKZ and the Monroe Times were also notified.

Board members present: Duane Zimmerman, Chad Spotts, Mike Lambert

Clerk/Treasurer present: Peggy Murphy

Other attendees: Jeff Lanz, Darlene Weckerly, Greg Knoke

Minutes of the February 24, 2022, regular monthly meeting were sent to Town Board members and will be posted on the website upon approval at this meeting. Motion by Lambert, seconded by Spotts to accept the regular monthly meeting minutes. Motion carried by voice vote.

Public Input (Limit of 5 minutes per person)

None

Discussion/possible action on Operator License requests from C&B Junction House

Motion by Spotts, seconded by Lambert to approve both operator license applications from C&B Junction House. Clerk will let Brad Bennett know that these are approved and arrange for a time for payment to be made.

Discussion/possible action on driveway permit request from FW Properties LLC (Richard Rufenacht), Thompson property on Wald Road

Greg Knoke present and representing FW Properties. Explained the terrain of the land and the request for a driveway in the location requested. Per an email from Phil Vosberg, the Planning Commission recommends approval. Per Zimmerman, will require a culvert.

Motion by Lambert, seconded by Zimmerman to approve the driveway permit request. Payment was submitted with application.

Discussion/possible action on surrender of liquor license for the Monroe Den and reissuance to Swirl Station

Tabled until the April meeting, after the publication in the newspaper

Discussion/possible action on ATV/UTV ordinance

Motion by Lambert, seconded by Spotts to approve the ordinance as written on a one year trial basis. A voice vote was taken. All three board members voting Aye. Signatures were obtained and attested to by the Clerk.

Lambert will look into with the Town of Washington how to file this ordinance with the necessary entities.

Discussion/possible action on road repair / maintenance

Review of roads tentatively scheduled for Thursday, March 24th at 7:30 a.m.

Jeff Lanz, Patrolman, gets information from Board after this review and requests bids from Scott Construction and Green County Highway Department.

Discussion/possible action on BIL funds available for roads

Zimmerman – federal money, have to apply, look into for 2023-deadline November 2022; 100% funding for the project. Recommend using an engineering firm or other advisor to complete application effectively.

Anna Anderson inquired if the two townships should apply as a joint application for Monroe Sylvester Road and possibly Gutzmer Road, as they are shared roads.

If denied initial approval, can still apply for LRIP or other funding for road repair.

Will revisit this process after review of roads.

Discussion/possible action on ARPA funds plan / reporting

Zimmerman mentioned in the District meeting that he attended that the report is due by April 30, 2022.

Discussion/possible action on Resolution for adjusting negative balances between accounts for 2021

Motion by Lambert, seconded by Zimmerman to pass a resolution changing the 2021 Budget for the Town of Monroe as follows: The sum of \$1,860.25 to be transferred from the Hall account to the General Government account. The sum of \$136,000.00 to be transferred from the Woodford State Bank Loan account to the Public Works account. The sum of \$43,805.58 to be transferred from the Public Safety account to the Public Works account. The sum of \$319.84 to be transferred from the Planning Commission account to the Legal account.

This resolution is needed to pay for the costs of equipment repairs, highway maintenance, and other unexpected expenses. Adopted by the Town of Monroe Board and dated on March 17, 2022.

Discussion/possible action on Town of Sylvester road maintenance revision

Spotts spoke with Mike Witt, Supervisor for Town of Sylvester and clarified that they do not want to maintain the west side of Monroe Sylvester Road.

Homeowner concreted driveway within 6 inches of road and is busting up road.

Proposed that Town of Sylvester would take over Gutzmer Road and Town of Monroe would take over Monroe Sylvester Road up to Hwy 59

Table for future discussion after Town of Sylvester has had another chance to discuss.

Audit Bills for Payment:

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

\$ 19,931.10	in Checking
252,131.85	in General Savings (includes ARPA first ½ pmt of \$65,260.84)
<u>212,359.63</u>	in Tax Collection
\$ 484,955.28	Total available (\$430,694.44 without ARPA)

Motion by Lambert, seconded by Zimmerman, to pay the audited bills of \$75,453.10, accept the Treasurer's Report, and transfer \$58,000 from General Savings to Checking. Motion carried by voice vote. Revenues received since the February meeting were \$9,353.47.

Green County Board of Supervisors Town Representative Report

Nick Hartwig not present at meeting.

Planning Commission Report - Progress of Month's Business

Phil Vosberg not present at meeting.

Road/Maintenance – Progress of Month's Business

Call from Rick Gutzmer this week with an update on his progress. Still wants to work at the Town of Monroe.

New international has a steel floor – not a stainless one – so already starting to rust. Recommend this summer to have a spray on liner bed like what we have on Sterling and has held up well. Lambert will ask Monroe Truck if they would do this process.

Chairman's Report - Progress of Month's Business

BOR training this week

Ongoing road / yard damage information. Jeff Lanz will review roads and fix if he can with truck; may be weeks before he can get to it.

Requested clarification on the 2% fire dues process – we receive dues from the state in July and certification is due in February/March timeframe.

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

- ARPA update:
first ½ of payment = \$65,260.84 was received on 6/25/21 and the other half will be deposited in 2022. Our total allocation is \$130,521.69.
Still working on the SAM number as well. Have the NEU number so not sure if this is what they are now referring to as the SAMS number.
- Open Book and Board of Review dates set. Open book will be via phone on Tuesday, May 3rd from 8-10 a.m. and BOR is on Wednesday, May 18th from 6-8 p.m. with at least one person needing the training. Duane is signed up for will include this training. Clerk will sign up for a virtual meeting as well.
- Waste Management contract signed and changed pickup of dumpsters so set at \$925/month. Pick up dates still not back to the schedule we set up last year but rep is looking into. All dumpsters to be picked up on Mondays and Thursdays.
- April 5th election. Absentee ballots already mailed and daily requests will be taken care of by the Green County Clerk's office next week for me. Still waiting to hear back from the Democratic party nominees to see if they are still wanting to work.

Next month the annual board meeting for April 2022 is scheduled for the third TUESDAY of April, which is April 19, 2022 at 5:30 p.m. with the regular monthly board meeting to follow.

Tentative board meeting for May is scheduled for Thursday, May 19, 2022 at 5:30 p.m.

Motion by Zimmerman, seconded by Spotts to adjourn at 7:06 p.m. Motion carried.

Peggy Murphy, Clerk/Treasurer